

FEDERAL BUREAU OF INVESTIGATION
FOI/PA
DELETED PAGE INFORMATION SHEET
FOI/PA# 1218644-0

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REQ. #

☐ **EXPEDITE**

SRU ROUTING SLIP

☐

☐ TRIAD
☐ PURCHASE CARD
☐ REIMBURSABLE

Final Review

Commit/Copy/File

Send to:

☒ ☐ ☐ ☐

☐ [REDACTED] (FLSD, Woodies Bldg., Room 500) Furniture Program Manager

☐ [REDACTED] (Investment Management Unit, ERF, AMU Space) IT Acquisitions

DTP Special Access Program

Acquisition Strategy and Planning Unit (FBIHQ, Rm. 6863)

PLEASE SEND TO INDIVIDUAL MARKED BELOW WHEN FINISHED

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Rev. 10-13-10

REQUISITION (FD-369) COVER SHEET
OPERATIONAL TECHNOLOGY DIVISION (OTD)

REQUISITION #

Entered in PAMS by:

☒ Routine
☐ Priority
☐ Expedite

REQUIRED 1. ☒ **REQUIRED DOCUMENTATION** (See Acquisition Documentation Guideline)

☐ Acquisition Plan FD-911 (Required for acquisitions ≥\$5M system life cost)
☐ EC (Required for all acquisitions ≥ \$100K, except contract renewals)
☐ Independent Government Cost Estimate
☒ Market Research
☒ Sole Source Justification
☐ Statement of Work (SOW) or Statement of Need (SON)
☐ Source Selection Plan (Required for competitive acquisitions ≥\$100K)
☒ Acquisition Security Checklist
☒ Acquisition Security Request (ASR)
☐ DD Form 254 (Required for classified contracts)
☐ Section 508 (Required for electronic and IT acquisitions)

Additional Requirements for IT Acquisitions Only
☐ COTS Approval (Required for IT non-baseline acquisitions)
☐ IT Acquisition Form (Required for requisitions >\$25K)

REQUIRED 2. ☒ **UNIT CHIEF APPROVAL** initial
Printed Name

3. ☐ **TMSU APPROVAL** initial
Printed Name

TMSU Review Criteria (If the Answer to any of below questions is YES, Requisition MUST be submitted to TMSU)		YES	NO
Is the request ≥ \$5M (TMSU will assist in preparing for Acquisition Review Board)?			
Is request to fund a Service Contract (New Contract <input type="text"/> or Existing Contract <input type="text"/>)?			
If funding an existing contract option or mod identify the Contract # <input type="text"/>			
Is request to fund an Activity or Project (New <input type="text"/> or Existing <input type="text"/>)?			
If an existing Activity or Project reported in PAMS, identify PAMS ID # <input type="text"/>			

4. ☐ > \$100,000 - Section Chief initial
Printed Name

5. ☐ > \$500,000 - Deputy Assistant Director initial

6. ☐ > \$1,000,000 - Assistant Director initial

7. ☐ **REQUISITION WITH ECs ATTACHED:**
Shantell Jackson for uploading or alternate initial
Printed Name

REQUIRED 8. ☒ **SRU/MSU - FUNDING APPROVAL & TRANSMITTAL to CONTRACTING**

DTP: All Accounts initial

TES&S: All Accounts initial

IITP: STAS/NGW(3-G) initial

CNCI (Cyber) & TRIAD initial

IITP: STAS initial

CSEA (Spectrum) initial

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REQUISITION JUSTIFICATION

Requisition #

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Parts & Supplies being ordered:

b7E

Brief Description of Parts & Supplies:

b7E

How it Applies to Field Operations:

The Video Surveillance Unit (VSU) is responsible for development, procurement, and deployment of video collection and video transmission equipment utilized by the field

Criminal

cases.

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Requirements, Headquarters & Field:

b7E

Additional Information:

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The POC within VSU is ET

7/1/11

ACQUISITION SECURITY REQUEST

Request Date: 05/10/2011	Anticipated Procurement Date: 06/10/2011
VENDOR INFORMATION	
<input type="checkbox"/> Reseller With Access to FBI Facilities <input type="checkbox"/> Reseller With <u>No</u> Access to FBI Facilities	
Vendor Name:	
Vendor Address:	
<input checked="" type="checkbox"/> Manufacturer <input checked="" type="checkbox"/> Hardware Software <input type="checkbox"/> Maintenance	
Vendor Name:	
Vendor Address:	
<input type="checkbox"/> Contractor Providing Classified Services <input type="checkbox"/> DD Form 254 Required	
Vendor Name:	
Vendor Address:	
PRODUCT/SERVICES INFORMATION	
<input type="checkbox"/> FISMA System <input checked="" type="checkbox"/> Critical Asset System <input type="checkbox"/> Telecommunications <input type="checkbox"/> Audiovisual	
1. Products being procured (list the specific hardware / software / services in detail)	Unmanned Aerial Vehicle parts and supplies
2. What entity will be purchasing and using the product (Location, Division, Section, Unit, and Program)?	Operational Technology Division, Traditional Technology Section, Video Surveillance Unit, Unmanned Aerial Vehicle [REDACTED]
3. Network on which product/service is to be used	N/A
4. Highest Classification / Security Requirements (i.e. Top Secret, Top Secret SCI, Secret, SBU, LES, etc.)	UNCLASSIFIED
5. Who is installing and maintaining the equipment/software (FBI personnel, vendor, other)?	FBI PERSONNEL
6. Will the vendor require access to classified information/systems?	NO
PROCUREMENT INFORMATION	
Contracting Officer Name/ Phone:	[REDACTED]
FBI COTR Name/Phone:	
Program Manager/Technical POC:	
Requisition Number:	
Purchase Order Number:	
Contract Number:	
DOCUMENTATION ATTACHED	
<input type="checkbox"/> Answers to the Acquisition Risk Questions (the replacement for the SF-328)	
<input type="checkbox"/> Key Management Personnel Listing (KMPL)	
<input checked="" type="checkbox"/> FD-369 Requisition for Supplies and/or Equipment	
<input type="checkbox"/> Statement of Work (SOW) – Required if a classified contract	
PRIORITY	
All requests will be handled by date received by ASU unless specific issues affecting the priority, i.e. Director's Priority, are specifically provided in writing by the Contracting Officer.	
Comments:	

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Acquisition Security Unit Checklist

Version 3 - 10/01/2009

Previous editions are obsolete and will not be accepted

MUST BE COMPLETED BY REQUESTOR	
Request Date:	05/10/2011
Anticipated Procurement Date:	
Requisition #:	
Point of Contact:	
POC Phone #:	
Highest Classification Required for Vendor to Provide Services / Products: (Access to FBI systems? Access to classified information?) <input checked="" type="checkbox"/> UNCLASSIFIED <input type="checkbox"/> SECRET <input type="checkbox"/> TOP SECRET <input type="checkbox"/> TOP SECRET/SCI	
Comments:	
ASU USE ONLY	
Date Received: _____	ASU POC: <input type="checkbox"/>
Date Additional Information Requested: _____	<input type="checkbox"/>
Date Returned: _____	<input type="checkbox"/>
<input type="checkbox"/> Classified Contract (DD 254 Required) <input type="checkbox"/> Community Acquisition Risk Section (CARS) Special Security Requirement (CARS Assessment Required) <input type="checkbox"/> Contracting Officer's Security Representative <input type="checkbox"/> E-QIP Special Security Requirements <input type="checkbox"/> DOJ Procurement Guidance for Security Systems and Data, including Personally Identifiable Information (PII) Special Security Requirements <input type="checkbox"/> DOJ Consent for Warrantless Searches of DOJ Workplaces <input type="checkbox"/> Personnel Security Special Security Requirements <input type="checkbox"/> Source Selection Evaluation Board (SSEB) Requirements for Classified Contracts Special Security Requirements <input type="checkbox"/> Contractor Financial Disclosure Requirements <input type="checkbox"/> Contractor Suitability Requirements <input type="checkbox"/> National Interest Determination	
ASU SPECIAL NOTES	
<input type="checkbox"/> Required if not already accomplished as part of the original contract award <input type="checkbox"/> Required if connected to a FISMA or Critical Asset System <input type="checkbox"/> <input type="checkbox"/> Required if includes procurement of IT hardware / software connected to a FISMA or Critical Asset System <input type="checkbox"/> Intergovernmental procurement / reimbursement <input type="checkbox"/> No actions related to security were identified in the documentation provided	
ASU	Date
ACKNOWLEDGEMENT	
Procurement Official/COTR/Technical Representative: <input type="checkbox"/> I certify that those security requirements identified above by the ASU have been incorporated into the procurement documentation. <input type="checkbox"/> This <input type="checkbox"/> is / <input type="checkbox"/> is not a mission essential contract.	
Signature: _____	Date: _____
Printed Name: <input type="text"/>	

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Please attach the completed checklist to your package at submission to Finance.

CREW-1319

PS

PO INVOICE MATCHING INFORMATION

PMI

NEXT FUNCTION: _____ ACTION: _____ HISTORY: _ 05/31/2012 11:02:51
BROWSE: _
=====

BUY ENTITY
PO NO.
PO LINE NO.
BLANKET REL. NO.
CURRENCY CODE
PAYMENT BASIS

[Empty box for purchase order details]

VENDOR:

[Empty box for vendor name]

b7E

BASE PERMIT TO PAY INVOICED TO DATE PERMIT TO PAY

PO HEADER :
PO HEADER TAX/VAT :
PO HEADER ADDL COST :
BLANKET :
BLANKET TAX/VAT :
BLANKET ADDL COST :
PO LINE :
PO LINE TAX/VAT :
PO LINE ADDL COST :

[Empty box for invoice details]

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07,024

PS

PO INVOICE MATCHING INFORMATION

PMI

NEXT FUNCTION: _____ ACTION: _____ HISTORY: _ 09/04/2012 11:13:28
BROWSE: _

BUY ENTITY :
PO NO. :
PO LINE NO. :
BLANKET REL. NO. :
CURRENCY CODE :
PAYMENT BASIS :

VENDOR:

BASE PERMIT TO PAY INVOICED TO DATE PERMIT TO PAY

PO HEADER :
PO HEADER TAX/VAT :
PO HEADER ADDL COST :
BLANKET :
BLANKET TAX/VAT :
BLANKET ADDL COST :
PO LINE :
PO LINE TAX/VAT :
PO LINE ADDL COST :

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PS

PO LINE FINANCIAL INFORMATION

PLF

NEXT FUNCTION: _____ ACTION: _____ HISTORY: _____ 09/04/2012 11:13:58
BROWSE: _____

=====

BUY ENTITY :
PO NO. :
PO LINE NO. :
BLANKET REL. NO. :

TAX/VAT CODE :
TAX/VAT COST :
ADDITIONAL COST CODE :
ADDITIONAL COST :

QUANTITY ORDERED UOP :
UNIT PRICE :
EXTENDED AMOUNT :
TOTAL LINE VALUE :
QUANTITY ORDERED SKU :
TARGET PRICE :
EXTENDED AMOUNT :
STANDARD UNIT COST :
EXTENDED AMOUNT :

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BC STATUS :
OPER APPR/REJ :
DATE APPR/REJ :
GL EFF. DATE : 07/07/2011
CURRENCY CODE :
DISTRIBUTION IND :

GL COMPANY :
GL ACCOUNT :
GL CENTER :
PROJECT COMPANY :
PROJECT CODE :
ACCOUNTING RULE :

06,024

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PS

PO HEADER GENERAL INFORMATION

PHG

NEXT FUNCTION: _____ ACTION: _____ HISTORY: _ 09/04/2012 11:14:03
BROWSE: _

=====

BUY ENTITY
PO NO.

PO TYPE
SERVICE ORDER
PO PRIORITY
ORIGINATION CODE

BUYER ID

LAST RECEIPT DATE :
LAST INVOICE DATE : 05/08/2012
EARLIEST DELIVERY : 07/30/2011
EARLIEST FOLLOW-UP:

CURRENCY CODE :

PO STATUS : PRINTED
DATE ENTERED : 07/07/2011
DATE LAST PRINTED : 07/07/2011
DATE LAST ACTIVITY: 05/08/2012
GL EFFECTIVE DATE : 07/07/2011
REPRINT NO. :
CHANGE NOTICE NO. :
SUPPRESS PO PRINT : NO
OPEN LINES : 6
CLOSED LINES :
CANCELLED LINES :
UNRESOLVED LINES :
TOTAL LINES : 6

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AP

PURCHASE ORDER TO INVOICE LIST

PIL

NEXT FUNCTION: _____ ACTION: _____ HISTORY: _ 09/04/2012 11:14:10

=====

BUY ENTITY :

PO NUMBER :

ERS :

CURRENCY CODE:

BLANKET RELEASE NBR: _____ PO LINE : 0000

PO	PAY	VENDOR NUMBER	INVOICE	INVOICE	DISTR	EXPENSE	AMOUNT	ACT
LINE	ENT		NUMBER	DATE	LINE			

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PAGE: 1 STATUS: END OF LIST

06,015

AP

DOCUMENT PAYMENT GENERAL INFORMATION

DPG

NEXT FUNCTION: _____ ACTION: _____ HISTORY: _____ 09/04/2012 11:14:17
BROWSE: _____

PAY ENTITY :
VEND/EMP SHORT NAME :
DOCUMENT DATE :

VEND/EMP NBR :
DOCUMENT NBR :
PAYMENT NBR :

PRTL PYMT NBR :

IND AMOUNT

SALES TAX/VAT :
SALES TAX 2 :
SALES TAX 3 :
FREIGHT :
ADDITIONAL COST :
ADV/EXP NBR :
GROSS INVOICE :
PAYMENT AMOUNT :
AMOUNT PAID :

VAT INCLUSIVE : N
EXPENSE IND :
GL EFFECTIVE DATE: 05/08/2012
EXTRACT DATE : 05/09/2012
ACCRUAL CANC DATE :
ADV/EXP DATE :
CURRENCY CODE :
DISCOUNT TYPE :
DISCOUNT TAKEN :
PAYMENT STATUS :
PAYMENT REF NBR :
PAYMENT TYPE :
HANDLING CODE :
ONE INVC PER PYMT :
BANK ACCT PYMT CD :

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12-201 (Rev 9-6-2006)

FBI

U.S. Department of Justice
Federal Bureau of Investigation



Purchase Order for Supplies or Services					
1. Date of Order 07/07/2011	2. Order No. [Redacted]	3. Mod. No.	4. Mod. Date	5. Page No. 1	
6. To Contractor (Name, Address and Zip Code): [Redacted]		7. Ship to (Consignee and address, Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [Redacted] BUILDING 27958A QUANTICO, VA 22135			
8. Issuing Office (Address correspondence to): FEDERAL BUREAU OF INVESTIGATION PROCUREMENT SECTION ROOM 6823, JEH F.B.I. BLDG. WASHINGTON, DC 20535		9. Send Invoice to: (Name, Address and Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [Redacted] BUILDING 27958A QUANTICO, VA 22135			
10. Business Classification		11. F.O.B. Point DESTINATION		12. Discount Terms NET 30 DAYS	
13. Schedule					
Line No. (A)	Supplies or Services (B)	Quantity Ordered (C)	Unit (D)	Unit Price (E)	Amount (F)
14. Type of Order <input type="checkbox"/> A. Purchase - Please furnish the following under the terms, and conditions specified on both sides of this order, the above quotation number if indicated, and the attached sheets, if any, including delivery as indicated. Point of Contact - Purchase Order Information: Point of Contact - Invoice Payment Status: Commercial Payments Unit [Redacted]			15. Grand Total XXXXXXXXXX <i>See Instructions on Reverse</i>		
16. United States of America By (Signature)			17. Name (Typed) XXXXXXXXXX Title: Contracting Officer		

C - PROCUREMENT

CREW-1336

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**U.S. Department of Justice
Federal Bureau of Investigation**



Purchase Order for Supplies or Services					
1. Date of Order 07/07/2011	2. Order No. <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	3. Mod. No.	4. Mod. Date	5. Page No. 2	
6. To Contractor (Name, Address and Zip Code): <div style="border: 1px solid black; height: 60px; width: 100%;"></div>			7. Ship to (Consignee and address, Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: BUILDING 27958A QUANTICO, VA 22135		
8. Issuing Office (Address correspondence to): FEDERAL BUREAU OF INVESTIGATION PROCUREMENT SECTION ROOM 6823, JEH F.B.I. BLDG. WASHINGTON, DC 20535			9. Send Invoice to: (Name, Address and Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: BUILDING 27958A QUANTICO, VA 22135		
10. Business Classification		11. F.O.B. Point DESTINATION		12. Discount Terms NET 30 DAYS	
13. Schedule					
Line No. (A)	Supplies or Services (B)	Quantity Ordered (C)	Unit (D)	Unit Price (E)	Amount (F)
<div style="border: 1px solid black; padding: 10px;"> <p>PLEASE ACKNOWLEDGE ACCEPTANCE OF THE TERMS AND CONDITIONS OF THIS ORDER BY SIGNING AND RETURNING THE ENCLOSED YELLOW COPY WITHIN 10 DAYS TO THE ADDRESS IN BOX # 7.</p> <p>* * *</p> <div style="display: flex; justify-content: space-between;"> <div style="width: 60%;"> <p>(SIGNATURE)</p> </div> <div style="width: 35%;"> <p>(DATE)</p> </div> </div> </div>					
14. Type of Order <input type="checkbox"/> A. Purchase - Please furnish the following under the terms and conditions specified on both sides of this order, the above quotation number if indicated, and the attached sheets, if any, including delivery as indicated. <input type="checkbox"/> B. Delivery - This delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.				15. Grand Total ➡ XXXXXXXXXXXX <i>See Instructions on Reverse</i>	
Point of Contact - Purchase Order Information: Point of Contact - Invoice Payment Status: Commercial Payments Unit 			16. United States of America By: (Signature) 17. Name (Typed) <i>Title: Contracting Officer</i>		

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C - PROCUREMENT

CREW-1337

FBIU.S. Department of Justice
Federal Bureau of Investigation

Purchase Order for Supplies or Services					
1. Date of Order 07/07/2011	2. Order No. [REDACTED]	3. Mod. No.	4. Mod. Date	5. Page No. 3	
6. To Contractor (Name, Address and Zip Code): [REDACTED]			7. Ship to: (Consignee and address, Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [REDACTED] BUILDING 27958A QUANTICO, VA 22135		
8. Issuing Office (Address correspondence to): FEDERAL BUREAU OF INVESTIGATION PROCUREMENT SECTION ROOM 6825, JEH F.B.I. BLDG. WASHINGTON, DC 20535			9. Send invoice to: (Name, Address and Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [REDACTED] BUILDING 27958A QUANTICO, VA 22135		
10. Business Classification		11. F.O.B. Point DESTINATION		12. Discount Terms NET 30 DAYS	
13. Schedule					
Line No. (A)	Supplies or Services (B)	Quantity Ordered (C)	Unit (D)	Unit Price (E)	Amount (F)
	<p>ALL PAYMENTS BY THE GOVERNMENT UNDER THIS ORDER SHALL BE MADE BY ELECTRONIC FUNDS TRANSFER (EFT). THE VENDOR SHALL PROVIDE THIS INFORMATION ON EACH INVOICE OR SUBMIT SF-3881 FORM TO: FBI, COMMERCIAL PAYMENTS UNIT RM. 1987, J. EDGAR HOOVER BLDG 935 PENNSYLVANIA AVENUE, NW WASHINGTON, DC 20535</p> <p>IF THIS INFORMATION IS NOT AVAILABLE TO THE GOVERNMENT, THE INVOICE WILL BE CONSIDERED AN IMPROPER INVOICE AND SHALL BE RETURNED.</p> <p>A PROPER INVOICE SUBMITTED FOR PAYMENT TO THE FBI MUST CONTAIN THE FOLLOWING: THE NAME OF THE VENDOR; AN INVOICE NUMBER; THE CONTRACT OR PURCHASE ORDER NUMBER; THE INVOICE DATE; DESCRIPTION (I.E. NAME OR ITEM LINE NUMBER); PRICE AND QUANTITY OF GOODS OR SERVICES RENDERED; SHIPPING AND/OR PAYMENT TERMS; TAXPAYER ID#;</p>				
14. Type of Order <input type="checkbox"/> A. Purchase - Please furnish the following under the terms, and conditions specified on both sides of this order, the above quotation number if indicated, and the attached sheets, if any, including delivery as indicated. <input type="checkbox"/> B. Delivery - This delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.				15. Grand Total XXXXXXXXXXXX <i>See Instructions on Reverse</i>	
Point of Contact - Purchase Order Information:			16. United States of America By (Signature)		
Point of Contact - Invoice Payment Status: Commercial Payments Unit [REDACTED]			17. Name (Typed) XXXXXXXXXXXX Title: Contracting Officer		

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b7C**C - PROCUREMENT**

CREW-1338



U.S. Department of Justice
Federal Bureau of Investigation



Purchase Order for Supplies or Services					
1. Date of Order 07/07/2011		2. Order No. [Redacted]		3. Mod. No.	
4. Mod. Date		5. Page No. 4			
6. To Contractor (Name, Address and Zip Code): [Redacted]			7. Ship to (Consignee and address, Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [Redacted] BUILDING 27950A QUANTICO, VA 22135		
8. Issuing Office (Address correspondence to): FEDERAL BUREAU OF INVESTIGATION PROCUREMENT SECTION ROOM 6823, JEH F.B.I. BLDG. WASHINGTON, DC 20535			9. Send Invoice to: (Name, Address and Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [Redacted] BUILDING 27950A QUANTICO, VA 22135		
10. Business Classification		11. F.O.B. Point DESTINATION		12. Discount Terms NET 30 DAYS	
13. Schedule					
Line No. (A)	Supplies or Services (B)	Quantity Ordered (C)	Unit (D)	Unit Price (E)	Amount (F)
	BANKING / ROUTING NUMBER TO ALLOW EFT PAYMENTS CONTACT NAME, TITLE AND TELEPHONE NUMBER AND ANY OTHER SUBSTANTIATING DOCUMENTATION AS REQUIRED BY THE CONTRACT. *****CREDIT EFT INET ONLY***** <div style="border: 1px solid black; height: 20px; width: 100%;"></div>				
14. Type of Order <input checked="" type="checkbox"/> A. Purchase - Please furnish the following under the terms, and conditions specified on both sides of this order, the above quotation number if indicated, and the attached sheets, if any, including delivery as indicated. CONTRACTOR NUMBER [Redacted] <input type="checkbox"/> B. Delivery - This delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.				15. Grand Total <div style="border: 1px solid black; width: 100px; height: 20px; display: inline-block;"></div> <i>See Instructions on Reverse</i>	
16. Unit By. [Redacted]			17. Name [Redacted]		
18. Title: Contracting Officer					
Point of Contact - Purchase Order Information: <div style="border: 1px solid black; height: 20px; width: 100%;"></div> Commercial Payments Unit <div style="border: 1px solid black; width: 50px; height: 20px; display: inline-block;"></div>					

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C - PROCUREMENT

Re: UPDATED PRICE QUOTE

Page 1 of 1

Re: UPDATED PRICE QUOTE

[REDACTED]

Sent: Thursday, July 28, 2011 4:28 PM

To:

[REDACTED]

Cc:

Attachments: [REDACTED]

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Good Afternoon [REDACTED]

I have revised the quote to reflect a discount on [REDACTED]

[REDACTED] is the standard negotiated price for [REDACTED] so that is unchanged on the
attached quote.

Best regards,

[REDACTED]

[REDACTED]

CREW-1380 b7E

~~SECRET//NOFORN~~

REQUISITION JUSTIFICATION

Classified by: F88M56K63
Derived from: FBI NSISCG-20090615
Declassify on: 20360524

Requisition #

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Equipment being ordered: (U)

Brief Description of Equipment:

(U)

How it Applies to Field Operations:

(U) The Video Surveillance Unit (VSU) is responsible for development, procurement, and deployment of video collection and video transmission equipment utilized by the field

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Criminal cases.

Requirements, Headquarters & Field:

(U) ~~(S//NF)~~ In a never ending struggle to provide better service and capabilities to the FBI thru the use of new technology the Operational Technology Division, Video Surveillance Unit has made an investment in UAS technology. UAS technologies provide unique capabilities which cannot be achieved with current manned aviation.

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(U) More specific performance capabilities follow:

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~~SECRET//NOFORN~~

ACQUISITION SECURITY REQUIREMENT

Request Date: 05/24/2011	Anticipated Procurement Date: 06/24/2011
VENDOR INFORMATION	
<input type="checkbox"/> Reseller With Access to FBI Facilities <input type="checkbox"/> Reseller With <u>No</u> Access to FBI Facilities	
Vendor Name:	
Vendor Address:	
<input checked="" type="checkbox"/> Manufacturer <input checked="" type="checkbox"/> Hardware Software <input type="checkbox"/> Maintenance	
Vendor Name:	
Vendor Address:	
<input type="checkbox"/> Contractor Providing Classified Services <input type="checkbox"/> DD Form 254 Required	
Vendor Name:	
Vendor Address:	
PRODUCT/SERVICES INFORMATION	
<input type="checkbox"/> FISMA System <input checked="" type="checkbox"/> Critical Asset System <input type="checkbox"/> Telecommunications <input type="checkbox"/> Audiovisual	
1. Products being procured (list the specific hardware / software / services in detail)	Unmanned Aerial Vehicles
2. What entity will be purchasing and using the product (Location, Division, Section, Unit, and Program)?	Operational Technology Division, Traditional Technology Section Video Surveillance Unit, Unmanned Aerial Vehicle
3. Network on which product/service is to be used	N/A
4. Highest Classification / Security Requirements (i.e. Top Secret, Top Secret SCI, Secret, SBU, LES, etc.)	UNCLASSIFIED
5. Who is installing and maintaining the equipment/software (FBI personnel, vendor, other)?	FBI PERSONNEL
6. Will the vendor require access to classified information/systems?	NO
PROCUREMENT INFORMATION	
Contracting Officer Name/ Phone:	
FBI COTR Name/Phone:	
Program Manager/Technical POC:	
Requisition Number:	
Purchase Order Number:	
Contract Number:	
DOCUMENTATION ATTACHED	
<input type="checkbox"/> Answers to the Acquisition Risk Questions (the replacement for the SF-328)	
<input type="checkbox"/> Key Management Personnel Listing (KMPL)	
<input checked="" type="checkbox"/> FD-369 Requisition for Supplies and/or Equipment	
<input type="checkbox"/> Statement of Work (SOW) – Required if a classified contract	
PRIORITY	
All requests will be handled by date received by ASU unless specific issues affecting the priority, i.e. Director's Priority, are specifically provided in writing by the Contracting Officer.	
Comments:	

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Acquisition Security Unit Checklist

Version 3 - 10/01/2009

Previous editions are obsolete and will not be accepted

MUST BE COMPLETED BY REQUESTOR	
Request Date:	05/24/2011
Anticipated Procurement Date:	
Requisition #:	
Point of Contact:	
POC Phone #:	
Highest Classification Required for Vendor to Provide Services / Products: (Access to FBI systems? Access to classified information?) <input checked="" type="checkbox"/> UNCLASSIFIED <input type="checkbox"/> SECRET <input type="checkbox"/> TOP SECRET <input type="checkbox"/> TOP SECRET/SCI	
Comments:	
ASU USE ONLY	
Date Received: _____ Date Additional Information Requested: _____ Date Returned: _____	ASU POC: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> Classified Contract (DD 254 Required) <input type="checkbox"/> Community Acquisition Risk Section (CARS) Special Security Requirement (CARS Assessment Required) <input type="checkbox"/> Contracting Officer's Security Representative <input type="checkbox"/> E-QIP Special Security Requirements <input type="checkbox"/> DOJ Procurement Guidance for Security Systems and Data, including Personally Identifiable Information (PII) Special Security Requirements <input type="checkbox"/> DOJ Consent for Warrantless Searches of DOJ Workplaces <input type="checkbox"/> Personnel Security Special Security Requirements <input type="checkbox"/> Source Selection Evaluation Board (SSEB) Requirements for Classified Contracts Special Security Requirements <input type="checkbox"/> Contractor Financial Disclosure Requirements <input type="checkbox"/> Contractor Suitability Requirements <input type="checkbox"/> National Interest Determination	
ASU SPECIAL NOTES	
<input type="checkbox"/> Required if not already accomplished as part of the original contract award <input type="checkbox"/> Required if connected to a FISMA or Critical Asset System <input type="checkbox"/> Required if includes procurement of IT hardware / software connected to a FISMA or Critical Asset System <input type="checkbox"/> Intergovernmental procurement / reimbursement <input type="checkbox"/> No actions related to security were identified in the documentation provided	
ASU _____ Date _____	
ACKNOWLEDGEMENT	
Procurement Official/COTR/Technical Representative: <input type="checkbox"/> I certify that those security requirements identified above by the ASU have been incorporated into the procurement documentation. <input type="checkbox"/> This <input type="checkbox"/> is / <input type="checkbox"/> is not a mission essential contract.	
Signature: _____	Date: _____
Printed Name: _____	

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Please attach the completed checklist to your package at submission to Finance.

CREW-1391

Rev. 10-13-10

REQUISITION (FD-369) COVER SHEET
OPERATIONAL TECHNOLOGY DIVISION (OTD)

REQUISITION #

Entered in PAMS by:

☒ Routine
☐ Priority
☐ Expedite

REQUIRED 1. ☒ **REQUIRED DOCUMENTATION** (See Acquisition Documentation Guideline)

☐ Acquisition Plan FD-911 (Required for acquisitions ≥ \$5M system life cost)
☐ EC (Required for all acquisitions ≥ \$100K, except contract renewals)
☐ Independent Government Cost Estimate
☒ Market Research
☒ Sole Source Justification
☐ Statement of Work (SOW) or Statement of Need (SON)
☐ Source Selection Plan (Required for competitive acquisitions ≥ \$100K)
☒ Acquisition Security Checklist
☒ Acquisition Security Request (ASR)
☐ DD Form 254 (Required for classified contracts)
☐ Section 508 (Required for electronic and IT acquisitions)

Additional Requirements for IT Acquisitions Only
☐ COTS Approval (Required for IT non-baseline acquisitions)
☐ IT Acquisition Form (Required for requisitions > \$25K)

REQUIRED 2. ☒ **UNIT CHIEF APPROVAL** initial
Printed Name

3. ☐ **TMSU APPROVAL** initial
Printed Name

TMSU Review Criteria (If the answer to any of below questions is YES, Requisition MUST be submitted to TMSU)		YES	NO
Is the request ≥ \$5M (TMSU will assist in preparing for Acquisition Review Board)?			
Is request to fund a Service Contract (New Contract <input type="text"/> or Existing Contract <input type="text"/>)?			
If funding an existing contract option or mod identify the Contract # <input type="text"/>			
Is request to fund an Activity or Project (New <input type="text"/> or Existing <input type="text"/>)?			
If an existing Activity or Project reported in PAMS, identify PAMS ID # <input type="text"/>			

4. ☐ > \$100,000 - Section Chief initial
Printed Name

5. ☐ > \$500,000 - Deputy Assistant Director initial

6. ☐ > \$1,000,000 - Assistant Director initial

7. ☐ **REQUISITION WITH ECs ATTACHED:**
Shantell Jackson for uploading or alternate initial
Printed Name

REQUIRED 8. ☐ **SRU/MSU - FUNDING APPROVAL & TRANSMITTAL to CONTRACTING**

DTP: All Accounts initial
TFS&S: All Accounts initial

IITP: STAS/NGW(3-G) initial
CNCI (Cyber) & TRIAD initial

IITP: STAS initial
CSEA (Spectrum) initial

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V5U
Unit

☒ ROUTINE ☐ PRIORITY ☐ EXPEDITE

SRU ROUTING SLIP

<input checked="" type="checkbox"/> FY11	<input type="checkbox"/> FY10-11	<input type="checkbox"/> CNST	<input type="checkbox"/> NY	<input type="checkbox"/>
--	----------------------------------	-------------------------------	-----------------------------	--------------------------

Funds Approval

- ☐ TRIAD
☐ PURCHASE CARD
☐ REIMBURSABLE

REQ. #

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Final Review



Commit/Copy/File



Send to:



(FLSD, Woodies Bldg., Room 500) Furniture Program Manager
(Investment Management Unit, ERF, AMU Space) IT Acquisitions

DTP Special
Access Program

Acquisition Strategy and Planning Unit (FBIHQ, Rm. 6863)
PLEASE SEND TO INDIVIDUAL MARKED BELOW WHEN FINISHED



RECEIVED
NOV 14 2011
ACQUISITION AND PLANNING UNIT

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PS

REQUISITION HEADER

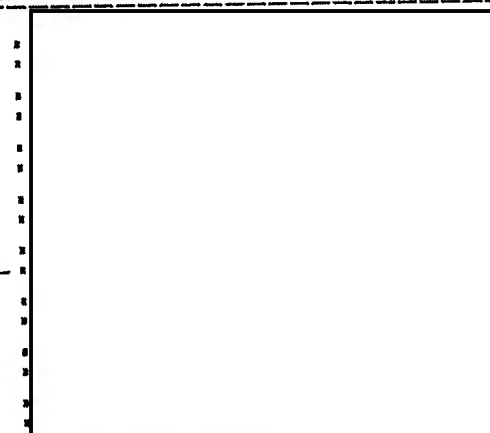
RQH

NEXT FUNCTION: _____ ACTION: _____
REQUEST: G _____ SAVE SHOW PAGE NO: _____

06/09/2011 08:05:49

*Does not
go in ART*

BUY ENTITY
REQUISITION NO.
REQUESTER ID
REQUISITION TOTAL
REQUISITION LINE TOTAL
DIFFERENCE
BUYER ID
REQUISITION STATUS
GL EFFECTIVE DATE
DATE ENTERED
DATE LAST UPDATED
SIGNATURE APPROVAL
UNRESOLVED LINES
OPEN LINES
PARTIALLY CLOSED LINES
CLOSED LINES
TOTAL LINES



: 06/03/2011
: 06/03/2011
: 06/09/2011

: _____
: 0
: 2
: 0
: 0
: 2

NOTES: ENTERED 6/3/11 BY [REDACTED] SENT TO ASAPU [REDACTED] DTP REQ-NOT
IN ART AERIAL VEHICLES <ASAPU RECD 6/8, FRWD TO STCU 6/9>

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REQUISITION HEADER

RQH

NEXT FUNCTION: _____ ACTION: _____

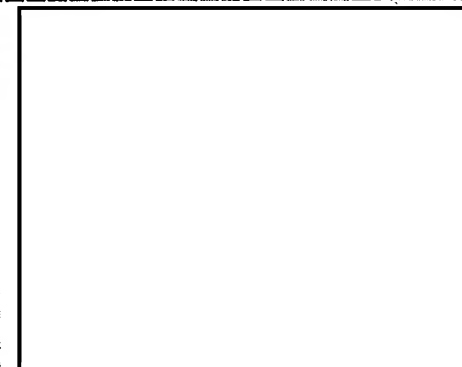
06/13/2011 10:58:22

REQUEST: g_____ SAVE SHOW PAGE NO: _____

*Does not
go in ART*

=====

BUY ENTITY	:	
REQUISITION NO.	:	
REQUESTER ID	:	
REQUISITION TOTAL	:	
REQUISITION LINE TOTAL:	:	
DIFFERENCE	:	
BUYER ID	:	
REQUISITION STATUS	:	0
GL EFFECTIVE DATE	:	06/03/2011
DATE ENTERED	:	06/03/2011
DATE LAST UPDATED	:	06/13/2011
SIGNATURE APPROVAL	:	_____
UNRESOLVED LINES	:	0
OPEN LINES	:	2
PARTIALLY CLOSED LINES:	:	0
CLOSED LINES	:	0
TOTAL LINES	:	2



NOTES: ENTERED 6/3/11 BY [REDACTED] SENT TO ASAPU [REDACTED] DTP REQ-NOT
IN ART AERIAL VEHICLES <ASAPU RCD 6/8, FWD TO STCU 6/9>RCVD STCU 6/13

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**SIMPLIFIED ACQUISITION PROCEDURES
COMMERCIAL ITEM PREAWARD AND AWARD CHECKLIST
\$100K TO \$5.5M
(\$15M IN ACCORDANCE W/ PUBLIC LAW 108-136 NATIONAL DEFENSE
AUTHORIZATION ACT OF 2004)**

Contractor: Address: Point of Contact: COTR/TM/POC * : COTR Certificate # * : Phone Number * : 	Solicitation Number: Contract Number: Date of Award: Amount of Award: Contract Type: Program Manager Approval: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> Not Required
--	---

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I certify, to the best of my ability, that this file has been reviewed and the contract is adequate for award:

Contract Specialist	Date	Review/Title	Date

PREAWARD DOCUMENTS

	In File	N/A
Purchase Request (FD-369)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Statement of Work/Specifications	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Acquisition Plan (FD-911)	<input type="checkbox"/>	<input type="checkbox"/>
Market Research	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Clause 52.208-9 Included	<input type="checkbox"/>	<input type="checkbox"/>
Independent Government Estimate	<input type="checkbox"/>	<input type="checkbox"/>
Justification for Other Than Full and Open Competition	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Determination and Findings (i.e., Use of Options, Non-use of Options, Not Using FedBid, IAG, Mistake in Bid, LH and TM)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Source Selection Plan/Evaluation Criteria	<input type="checkbox"/>	<input type="checkbox"/>
IT Acquisition Form (OIO Approval)	<input type="checkbox"/>	<input type="checkbox"/>
Clause 52.232-3; 52.239-1; 52.224-1; 52.224-2 Included	<input type="checkbox"/>	<input type="checkbox"/>
Section 508 Compliance	<input type="checkbox"/>	<input type="checkbox"/>
Department of Labor Wage Determinations; Davis Bacon Act	<input type="checkbox"/>	<input type="checkbox"/>
Security Requirements (DD253, CAR, DD254, Etc...)	<input type="checkbox"/>	<input type="checkbox"/>
Non-Set Aside for SB and LSA (FAR 19.501(c))	<input type="checkbox"/>	<input type="checkbox"/>
OSDBU Approval to withdraw or Modify SB Set-Aside (JAR 2819.506)	<input type="checkbox"/>	<input type="checkbox"/>
Record of Small Business Form (DOJ Document 06-02; 1/27/2006)	<input type="checkbox"/>	<input type="checkbox"/>
If SB Set-Aside, have all exceptions that apply been documented to file	<input type="checkbox"/>	<input type="checkbox"/>

Updated 1/2009

CREW-1399

**SIMPLIFIED ACQUISITION PROCEDURES
COMMERCIAL ITEM PREAWARD AND AWARD CHECKLIST
\$100K TO \$5.5M
(\$15M IN ACCORDANCE W/ PUBLIC LAW 108-136 NATIONAL DEFENSE
AUTHORIZATION ACT OF 2004)**

EO 13423 - Strengthening Federal Environmental, Energy and Transportation Management (Green Purchase) If not a green alternative, document	<input type="checkbox"/>	<input type="checkbox"/>
Acquisition Review Board Approval	<input type="checkbox"/>	<input type="checkbox"/>
Solicitation Reviewed by Program Staff/COTR (Over \$100k)	<input type="checkbox"/>	<input type="checkbox"/>
Solicitation Reviewed by Grade 13 or higher	<input type="checkbox"/>	<input type="checkbox"/>
Office of General Counsel Review	<input type="checkbox"/>	<input type="checkbox"/>
Publicized in FBO (if no, JOFOC in file)(Note: if combined solicitation and if announced via Internet)	<input type="checkbox"/>	<input type="checkbox"/>
Source List	<input type="checkbox"/>	<input type="checkbox"/>
Solicitation Requests	<input type="checkbox"/>	<input type="checkbox"/>
Withdrawal of Proposals/Quotes	<input type="checkbox"/>	<input type="checkbox"/>
Request for Quote/Proposal or IFB	<input type="checkbox"/>	<input type="checkbox"/>
Amendments	<input type="checkbox"/>	<input type="checkbox"/>
Initial Proposals/ Quotes/IFB	<input type="checkbox"/>	<input type="checkbox"/>
Determination of Responsibility	<input type="checkbox"/>	<input type="checkbox"/>
Competitive vs. Seal Bid	<input type="checkbox"/>	<input type="checkbox"/>
Competitive Range Determination	<input type="checkbox"/>	<input type="checkbox"/>
Notice to Unsuccessful Offerors	<input type="checkbox"/>	<input type="checkbox"/>
Notice to Late Offerors	<input type="checkbox"/>	<input type="checkbox"/>
Clarifications	<input type="checkbox"/>	<input type="checkbox"/>
Evaluation - Technical Proposal (including Cost and Price Analysis)	<input type="checkbox"/>	<input type="checkbox"/>
Pre-Negotiation Memorandum	<input type="checkbox"/>	<input type="checkbox"/>
Summary of Negotiations	<input type="checkbox"/>	<input type="checkbox"/>
Basis for Award	<input type="checkbox"/>	<input type="checkbox"/>
Debriefing Report (Preaward and Postaward)	<input type="checkbox"/>	<input type="checkbox"/>
EEO Compliance Clearance (\$10M or More) (FAR 22.805)	<input type="checkbox"/>	<input type="checkbox"/>
Protest Before Award	<input type="checkbox"/>	<input type="checkbox"/>
FOIA Requests	<input type="checkbox"/>	<input type="checkbox"/>
Unit Chief Review and Approval	<input type="checkbox"/>	<input type="checkbox"/>

Updated 1/2009

**SIMPLIFIED ACQUISITION PROCEDURES
COMMERCIAL ITEM PREAWARD AND AWARD CHECKLIST
\$100K TO \$5.5M**

**(\$15M IN ACCORDANCE W/ PUBLIC LAW 108-136 NATIONAL DEFENSE
AUTHORIZATION ACT OF 2004)**

POST AWARD DOCUMENTS

In File N/A

Contract Documents	<input type="checkbox"/>	<input type="checkbox"/>
CARC Review and Approval	<input type="checkbox"/>	<input type="checkbox"/>
Sub-contract Plan	<input type="checkbox"/>	<input type="checkbox"/>
FBI – Program Manager Letter of Decimation (DOJ Guidance 06-01; 1/31/2006)	<input type="checkbox"/>	<input type="checkbox"/>
COTR/TM Certificate and Letter	<input type="checkbox"/>	<input type="checkbox"/>
Purchase Order	<input type="checkbox"/>	<input type="checkbox"/>
FMS-FPDS Screen and FPDS-NG	<input type="checkbox"/>	<input type="checkbox"/>
CCR Check	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Suspended/Debarred List (EPLS)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Documented to reflect profit determination (FAR 15.404-4)	<input type="checkbox"/>	<input type="checkbox"/>
Protest After Award	<input type="checkbox"/>	<input type="checkbox"/>
Award posted in FBO (FAR 5.301 (a))	<input type="checkbox"/>	<input type="checkbox"/>
Ratification (HCA Approval)	<input type="checkbox"/>	<input type="checkbox"/>

LETTER CONTRACTS

In File N/A

Approval from HCA	<input type="checkbox"/>	<input type="checkbox"/>
Clauses in association with FAR 16.603-4	<input type="checkbox"/>	<input type="checkbox"/>
Definitized	<input type="checkbox"/>	<input type="checkbox"/>

CONTRACT ADMINISTRATION

In File N/A

Modifications (Amendments, Equitable Adjustments or Supplemental Agreements)	<input type="checkbox"/>	<input type="checkbox"/>
Voucher Related Documents	<input type="checkbox"/>	<input type="checkbox"/>
Documentation to justify renewal of options	<input type="checkbox"/>	<input type="checkbox"/>
Documentation of UDO/Accruals	<input type="checkbox"/>	<input type="checkbox"/>
Reports (Contractor, Audit, etc.)	<input type="checkbox"/>	<input type="checkbox"/>
Close Out	<input type="checkbox"/>	<input type="checkbox"/>
Miscellaneous	<input type="checkbox"/>	<input type="checkbox"/>

Updated 1/2009

PS

PO INVOICE MATCHING INFORMATION

PMI

NEXT FUNCTION: _____ ACTION: _____ HISTORY: _ 04/04/2013 15:05:29
BROWSE: _

=====

BUY ENTITY :
PO NO. :
PO LINE NO. :
BLANKET REL. NO. :
CURRENCY CODE :
PAYMENT BASIS :

VENDOR:

BASE PERMIT TO PAY INVOICED TO DATE PERMIT TO PAY

PO HEADER :
PO HEADER TAX/VAT :
PO HEADER ADDL COST :
BLANKET :
BLANKET TAX/VAT :
BLANKET ADDL COST :
PO LINE :
PO LINE TAX/VAT :
PO LINE ADDL COST :

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Re: Triage complete under [REDACTED]

Page 1 of 1

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Re: Triage complete under [REDACTED]

Sent: Monday, February 11, 2013 8:05 PM
To: [REDACTED]
Cc: [REDACTED]
Attachments: Repair analysis [REDACTED].pdf (14 KB)

Hi [REDACTED]

Triage has been completed on the subject service request for [REDACTED] upgrade items. We need to do repair prior to upgrade and need the authorization to proceed. The total cost of the repair is [REDACTED] attached is the detail repair analysis. Also, this PO only has [REDACTED] remaining on line [REDACTED] so we need direction in order to proceed with the repairs. Do you want us to apply the remaining [REDACTED] to this repair, close the original PO and complete the balance [REDACTED] on the most recent PO? Please provide specific direction.

Thank you,

FILE COPY

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b7E

CONFIDENTIALITY STATEMENT: This electronic message transmission contains information from [REDACTED] and is confidential and/or pro

Authorized 2/22/13
[REDACTED]

On 2/4/2013 1:26 PM [REDACTED] wrote:

All,

The triage is complete under [REDACTED]

- 3ea. total items
- [REDACTED]
 - o Unable to print out EST report, sent ERP ticket
- 0 items NER
- 0 items for outside processing
- waiting for authorization to proceed.

P/N	DESCRIPTION	SR	CID	S/N
[REDACTED]				

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CREW-1403

Fwd: [redacted] repair and upgrade estimate

Page 1 of 1

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b7E

Fwd: [redacted] repair and upgrade estimate

[redacted]

Sent: Friday, October 12, 2012 5:53 PM

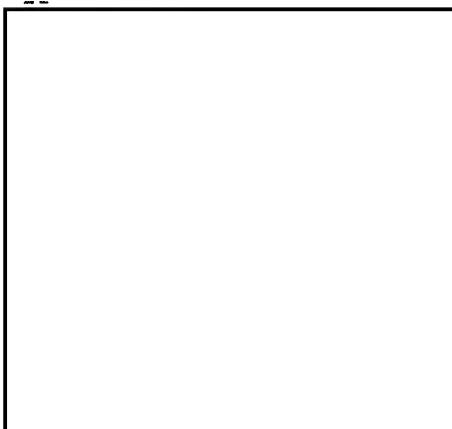
To: [redacted]

Attachments: FBI - [redacted] ~1.pdf (53 KB) ; FBI repair report proj [redacted] pdf (103 KB)

Hi [redacted]

Please see attached and respond to the letter requesting additional funds and authorization to proceed.

Thank you,



CONFIDENTIALITY STATEMENT: This electronic message transmission contains information from [redacted] and is confidential and/or proprietary. The information is intended only for the use of the individual or entity named above. If you are not the intended recipient, be aware that any disclosure, copying, distribution or use of the contents of this message is prohibited. If you have received this electronic transmission in error, please send a reply notification and/or notify us by telephone [redacted] immediately and delete this message from your computer.

CREW-1410

REPAIR ASSEMBLY	PARTS AND LABOR REQUIRED TO REPAIR DESCRIPTION	LABOR HRS TO REPAIR

b7E

Fwd: [REDACTED] Repair Estimate

Page 1 of 1

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Fwd: [REDACTED] Repair Estimate

Sent: Tuesday, September 18, 2012 3:00 PM
To: [REDACTED]
Attachments: FBI - Quantico [REDACTED].pdf (53 KB)

Resent-corrected email.

----- Original Message -----
Subject: [REDACTED] Repair Estimate
Date: Tue, 18 Sep 2012 11:59:21 -0700
From: [REDACTED]
To: [REDACTED]
CC: [REDACTED]

Hi [REDACTED]

Please see attached letter regarding the above subject line and respond with your approval to move forward.

Thank you



CONFIDENTIALITY STATEMENT: This electronic message transmission contains information from [REDACTED] and is confidential and/or pro

CREW-1414

Re: DELINQUENT INVO. INQUIRY

Page 1 of 3

Re: DELINQUENT INVOICE INQUIRY

FILE COPY

Sent: Monday, July 02, 2012 3:55 PM

To:

Cc:

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We never heard back on this, and we still have not received payment. Please advise when we can expect payment. The invoices are now at 60days, I am getting pressure and need an update. Thank you for your immediate attention to this matter.

On 6/8/2012 2:22 PM, wrote:

> I'm sorry but I was out of the office on Thursday, I checked my records and found that we do still have possession of these two invoices. is no longer in the same building as and I. He's also on travel quit a bit and can't be in touch with us for days at a time. These invoices have been in the folder waiting for signature, I spoke with today and he will be touch with me on Monday. As soon as we receive his signature these invoices will be on their way. If you need to contact me please feel free. Sorry for any inconvenience this may have caused.

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> From:

> Sent: Thursday, June 07, 2012 2:49 PM

> To:

> Cc:

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> Subject: Re: DELINQUENT INVOICE INQUIRY

> Hi

> Looks like these went to see attached copies.
> Please update me when you know payment is released.

> Thanks,

> On 6/7/2012 8:23 AM, wrote:

>> Dear

>> I've checked my records and emails, and while I've cleaned up my email recently, I don't have a record of receiving the invoices. I'm checking with and the VSU Management and Program Analyst, to determine whether they received the invoices.

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>> I'll let you know as soon as possible. In the event we don't have them, would you please go ahead and email the invoices directly to me?

>> Thank you,

>>

>>

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CREW-1418

Re: DELINQUENT INVO. INQUIRY

Page 2 of 3

>> [REDACTED]
>> Contracting Officer
>> Science & Technology Contracts Unit
>> Engineering Research Facility
>> Building 27958-A
>> Quantico, VA 22135
>> [REDACTED] Telephone
>> [REDACTED] Facsimile
>> [REDACTED]

>> From: [REDACTED]
>> Sent: Thursday, May 31, 2012 5:02 PM
>> To: [REDACTED]
>> Cc: [REDACTED]
>> Subject: DELINQUENT INVOICE INQUIRY

>> Good afternoon

>> I was hoping you could assist me in getting payment status of the
>> following invoices that are currently at 60 days and my accounting team
>> is pressing me for payment status, because our terms are Net 30.

[illegible]

```
>> If you are unable to assist, perhaps you can direct me to the correct
>> person.
```

>> I appreciate your attention to this matter.

$$\gg V/R$$

>> CONFIDENTIALITY STATEMENT: This electronic message transmission contains information from [REDACTED] and is confidential and/or proprietary. The information is intended only for the use of the individual or entity named above. If you are not the intended recipient, be aware that any disclosure, copying, distribution or use of the contents of this message is prohibited. If you have received this electronic transmission in error, please send a reply notification and/or notify us by telephone [REDACTED] immediately and delete this message from your computer.

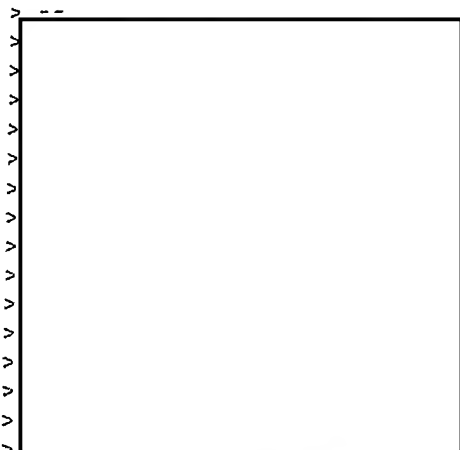
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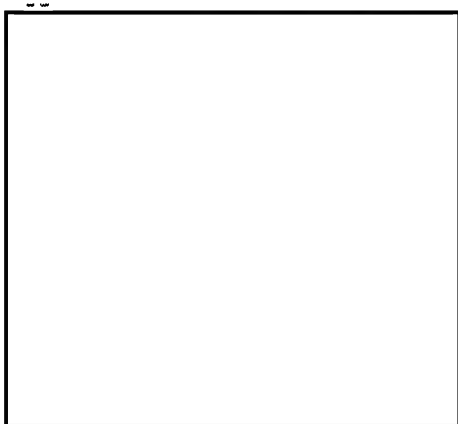
CREW-1419



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> CONFIDENTIALITY STATEMENT: This electronic message transmission contains information from [REDACTED] and is confidential and/or proprietary. The information is intended only for the use of the individual or entity named above. If you are not the intended recipient, be aware that any disclosure, copying, distribution or use of the contents of this message is prohibited. If you have received this electronic transmission in error, please send a reply notification and/or notify us by telephone [REDACTED] immediately and delete this message from your computer.

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RE: DELINQUENT INVOICE INQUIRY

Page 1 of 3

RE: DELINQUENT INVOICE INQUIRY

Sent: Friday, June 08, 2012 5:22 PM

To:

Cc:

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I'm sorry but I was out of the office on Thursday, I checked my records and found that we do still have possession of these two invoices. [redacted] is no longer in the same building as [redacted] and I. He's also on travel quit a bit and can't be in touch with us for days at a time. These invoices have been in the folder waiting for signature, I spoke with [redacted] today and he will be touch with me on Monday. As soon as we receive his signature these invoices will be on their way. If you need to contact me please feel free. Sorry for any inconvenience this may have caused.

From:

Sent: Thursday, June 07, 2012 2:49 PM

To:

Cc:

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Subject: Re: DELINQUENT INVOICE INQUIRY

Hi [redacted]

Looks like these went to [redacted] see attached copies.
Please update me when you know payment is released.

Thanks,
[redacted]

On 6/7/2012 8:23 AM, [redacted] wrote:

> Dear [redacted]

>

> I've checked my records and emails, and while I've cleaned up my email recently, I don't have a record of receiving the invoices. I'm checking with [redacted] and the VSU Management and Program Analyst, [redacted] to determine whether they received the invoices.

>

> I'll let you know as soon as possible. In the event we don't have them, would you please go ahead and email the invoices directly to me?

>

> Thank you,

>

>

>

>

> Contracting Officer
> Science & Technology Contracts Unit
> Engineering Research Facility
> Building 27958-A
> Quantico, VA 22135
> [redacted] Telephone
> [redacted] Facsimile
> [redacted]

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CREW-1426

Page 2 of 3

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> I was hoping you could assist me in getting payment status of the
> following invoices that are currently at 60 days and my accounting team
> is pressing me for payment status, because our terms are Net 30.

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> I appreciate your attention to this matter.

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CONFIDENTIALITY STATEMENT: This electronic message transmission contains information from [REDACTED] and is confidential and/or proprietary. The information is intended only for the use of the individual or entity named above. If you are not the intended recipient, be aware that any disclosure, copying, distribution or use of the contents of this message is prohibited. If you have received this electronic transmission in error, please send a reply notification and/or notify us by telephone [REDACTED] immediately and delete this message from your computer.

12-201 (Rev 9-6-2006)



U.S. Department of Justice
Federal Bureau of Investigation



Purchase Order for Supplies or Services

1. Date of Order 06/28/2011	2. Order No. [REDACTED]	3. Mod. No. 1	4. Mod. Date 04/06/2012	5. Page No. 1
6. To Contractor (Name, Address and Zip Code): [REDACTED]		7. Ship to (Consignee and address, Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [REDACTED] BUILDING 27958A QUANTICO, VA 22135		
8. Issuing Office (Address correspondence to): FEDERAL BUREAU OF INVESTIGATION PROCUREMENT SECTION ROOM 6823, JEH F.B.I. BLDG. WASHINGTON, DC 20535		9. Send Invoice to: (Name, Address and Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [REDACTED] BUILDING 27958A QUANTICO, VA 22135		
10. Business Classification		11. F.O.B. Point DESTINATION		12. Discount Terms NET 30 DAYS

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Line No. (A)	Supplies or Services (B)	Quantity Ordered (C)	Unit (D)	Unit Price (E)	Amount (F)
	ALL ITEMS AND SERVICES SHALL BE PROVIDED IN ACCORDANCE WITH THE TERMS AND CONDITIONS SET FORTH IN CONTRACT [REDACTED] [REDACTED] IF ANY DISCREPANCY EXISTS BETWEEN THE FBI CONTRACT AND THE [REDACTED] THE FBI CONTRACT SHALL SUPERCEDE THE [REDACTED] DIRECT ALL SHIPMENTS TO ATTN.: SUPPLY TECH AT THE ADDRESS IN BLOCK 7. DIRECT ALL INVOICES AND INQUIRIES TO: [REDACTED] AT THE ADDRESS IN BLOCK 9. ***** MODIFICATION 1: THE PURPOSE OF THIS MODIFICATION IS TO CORRECT THE PERIOD OF PERFORMANCE. THE PERIOD OF PERFORMANCE ENDS JULY 3, 2012. ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.				

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14. Type of Order <input type="checkbox"/> A. Purchase - Please furnish the following under the terms, and Conditions specified on both sides of this order, the above quotation number if indicated, and the attached sheets, if any, including delivery as indicated. <input type="checkbox"/> B. Delivery - This delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.		15. Grand Total XXXXXXXXXXXX See Instructions on Reverse
Point of Contact - Purchase Order Information: Point of Contact - Invoice Payment Status: Commercial Payments Unit [REDACTED]		16. United States of America By (Signature) 17. Name (Typed) XXXXXXXXXXXX Title: Contracting Officer

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B - BUYER

CREW-1429



U.S. Department of Justice
Federal Bureau of Investigation



Purchase Order for Supplies or Services

1. Date of Order 06/28/2011		2. Order No. [REDACTED]		3. Mod. No. 1		4. Mod. Date 04/06/2012		5. Page No. 2	
6. To Contractor (Name, Address and Zip Code): [REDACTED]				7. Ship to (Consignee and address, Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [REDACTED] BUILDING 27958A QUANTICO, VA 22135					
8. Issuing Office (Address correspondence to): FEDERAL BUREAU OF INVESTIGATION PROCUREMENT SECTION ROOM 6823, JEH F.B.I. BLDG. WASHINGTON, DC 20535				9. Send Invoice to: (Name, Address and Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [REDACTED] BUILDING 27958A QUANTICO, VA 22135					
10. Business Classification			11. F.O.B. Point DESTINATION			12. Discount Terms NET 30 DAYS			
13. Schedule									
Line No. (A)	Supplies or Services (B)			Quantity Ordered (C)	Unit (D)	Unit Price (E)	Amount (F)		
	4/6/2012 [REDACTED]								

14. Type of Order <input type="checkbox"/> A. Purchase - Please furnish the following under the terms, and Conditions specified on both sides of this order, the above quotation number if indicated, and the attached sheets, if any, including delivery as indicated. <input type="checkbox"/> B. Delivery - This delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.						15. Grand Total XXXXXXXXXX <i>See Instructions on Reverse</i>			
Point of Contact - Purchase Order Information:				16. United States of America By (Signature)					
Point of Contact - Invoice Payment Status: Commercial Payments Unit [REDACTED]				17. Name (Typed) XXXXXXXXXXXX Title: Contracting Officer					

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B - BUYER
CREW-1430

FBIU.S. Department of Justice
Federal Bureau of Investigation**Purchase Order for Supplies or Services**

1. Date of Order 06/28/2011	2. Order No. [REDACTED]	3. Mod. No. 1	4. Mod. Date 04/06/2012	5. Page No. 3	
6. To Contractor (Name, Address and Zip Code): [REDACTED]		7. Ship to (Consignee and address, Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [REDACTED] BUILDING 27958A QUANTICO, VA 22135			
8. Issuing Office (Address correspondence to): FEDERAL BUREAU OF INVESTIGATION PROCUREMENT SECTION ROOM 6823, JEH F.B.I. BLDG. WASHINGTON, DC 20535		9. Send Invoice to: (Name, Address and Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [REDACTED] BUILDING 27958A QUANTICO, VA 22135			
10. Business Classification		11. F.O.B. Point DESTINATION		12. Discount Terms NET 30 DAYS	
13. Schedule					
Line No. (A)	Supplies or Services (B)	Quantity Ordered (C)	Unit (D)	Unit Price (E)	Amount (F)
14. Type of Order <input type="checkbox"/> A. Purchase - Please furnish the following under the terms, and Conditions specified on both sides of this order, the above quotation number if indicated, and the attached sheets, if any, including delivery as indicated. <input type="checkbox"/> B. Delivery - This delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.			15. Grand Total XXXXXXXXXXXX <i>See Instructions on Reverse</i>		
Point of Contact - Purchase Order Information:			16. United States of America By (Signature)		
Point of Contact - Invoice Payment Status: Commercial Payments Unit [REDACTED]			17. Name (Typed) XXXXXXXXXXXX Title: Contracting Officer		

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CREW-1431



U.S. Department of Justice
Federal Bureau of Investigation



Purchase Order for Supplies or Services

1. Date of Order 06/28/2011		2. Order No. [REDACTED]		3. Mod. No. 1		4. Mod. Date 04/06/2012		5. Page No. 4	
6. To Contractor (Name, Address and Zip Code): [REDACTED]					7. Ship to (Consignee and address, Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [REDACTED] BUILDING 27958A QUANTICO, VA 22135				
8. Issuing Office (Address correspondence to): FEDERAL BUREAU OF INVESTIGATION PROCUREMENT SECTION ROOM 6823, JEH F.B.I. BLDG. WASHINGTON, DC 20535					9. Send Invoice to: (Name, Address and Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [REDACTED] BUILDING 27958A QUANTICO, VA 22135				
10. Business Classification			11. F.O.B. Point DESTINATION			12. Discount Terms NET 30 DAYS			
13. Schedule									
Line No. (A)	Supplies or Services (B)			Quantity Ordered (C)	Unit (D)	Unit Price (E)	Amount (F)		
14. Type of Order <input type="checkbox"/> A. Purchase - Please furnish the following under the terms, and Conditions specified on both sides of this order, the above quotation number if indicated, and the attached sheets, if any, including delivery as indicated. <input type="checkbox"/> B. Delivery - This delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.						15. Grand Total XXXXXXXXXXXX See Instructions on Reverse			
Point of Contact - Purchase Order Information:					16. United States of America By (Signature)				
Point of Contact - Invoice Payment Status: Commercial Payments Unit [REDACTED]					17. Name (Typed) XXXXXXXXXXXX Title: Contracting Officer				

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B - BUYER
CREW-1432

FBIU.S. Department of Justice
Federal Bureau of Investigation**Purchase Order for Supplies or Services**

1. Date of Order 06/28/2011		2. Order No. [REDACTED]		3. Mod. No. 1		4. Mod. Date 04/06/2012		5. Page No. 5	
6. To Contractor (Name, Address and Zip Code): [REDACTED]					7. Ship to (Consignee and address, Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [REDACTED] BUILDING 27958A QUANTICO, VA 22135				
8. Issuing Office (Address correspondence to): FEDERAL BUREAU OF INVESTIGATION PROCUREMENT SECTION ROOM 6823, JEN F.B.I. BLDG. WASHINGTON, DC 20535					9. Send Invoice to: (Name, Address and Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [REDACTED] BUILDING 27958A QUANTICO, VA 22135				
10. Business Classification			11. F.O.B. Point DESTINATION			12. Discount Terms NET 30 DAYS			
13. Schedule									
Line No. (A)	Supplies or Services (B)			Quantity Ordered (C)	Unit (D)	Unit Price (E)	Amount (F)		
[REDACTED]									
14. Type of Order <input type="checkbox"/> A. Purchase - Please furnish the following under the terms, and Conditions specified on both sides of this order, the above quotation number if indicated, and the attached sheets, if any, including delivery as indicated. <input type="checkbox"/> B. Delivery - This delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.						15. Grand Total XXXXXXXXXX <i>See Instructions on Reverse</i>			
Point of Contact - Purchase Order Information:					16. United States of America By (Signature)				
Point of Contact - Invoice Payment Status: Commercial Payments Unit [REDACTED]					17. Name (Typed) XXXXXXXXXX Title: Contracting Officer				

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CREW-1433

FBIU.S. Department of Justice
Federal Bureau of Investigation**Purchase Order for Supplies or Services**

1. Date of Order 06/28/2011		2. Order No. [REDACTED]		3. Mod. No. 1		4. Mod. Date 04/06/2012		5. Page No. 6	
6. To Contractor (Name, Address and Zip Code): [REDACTED]					7. Ship to (Consignee and address, Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [REDACTED] BUILDING 27958A QUANTICO, VA 22135				
8. Issuing Office (Address correspondence to): FEDERAL BUREAU OF INVESTIGATION PROCUREMENT SECTION ROOM 6823, JEH F.B.I. BLDG. WASHINGTON, DC 20535					9. Send Invoice to: (Name, Address and Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [REDACTED] BUILDING 27958A QUANTICO, VA 22135				
10. Business Classification			11. F.O.B. Point DESTINATION			12. Discount Terms NET 30 DAYS			
13. Schedule									
Line No. (A)	Supplies or Services (B)				Quantity Ordered (C)	Unit (D)	Unit Price (E)	Amount (F)	
	SERVICES: SHALL INCLUDE PERSONNEL AND MATERIALS FOR THE PURPOSE OF CONSULTATION, EQUIPMENT REPAIRS AND EQUIPMENT MODIFICATIONS. CHARGES WILL BE ASSESSED AFTER QUOTE PROVIDED TO CUSTOMER AND CUSTOMER AGREES TO EACH SERVICE TASK. CUSTOMER SHALL BE INVOICED AFTER CUSTOMER ACCEPTS SERVICE WORK COMPLETED. *****								
[REDACTED]									
	PARTS & SUPPLIES SPECIFIC TO [REDACTED] [REDACTED] INCLUDE [REDACTED] [REDACTED] AS WELL AS ANY RELATED SUPPORT PARTS.								
[REDACTED]									
14. Type of Order <input type="checkbox"/> A. Purchase - Please furnish the following under the terms, and conditions specified on both sides of this order, the above quotation number if indicated, and the attached sheets, if any, including delivery as indicated. <input type="checkbox"/> B. Delivery - This delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.						15. Grand Total <div style="display: flex; align-items: center;"> <div style="font-size: 2em; margin-right: 10px;">➡</div> <div style="border: 1px solid black; padding: 2px 10px;">XXXXXXXXXXXX</div> </div> <div style="text-align: right; font-size: 0.8em; margin-top: 5px;">See Instructions on Reverse</div>			
Point of Contact - Purchase Order Information:					16. United States of America By (Signature)				
Point of Contact - Invoice Payment Status: Commercial Payments Unit [REDACTED]					17. Name (Typed) XXXXXXXXXXXX Title: Contracting Officer				

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CREW-1434



U.S. Department of Justice
Federal Bureau of Investigation



Purchase Order for Supplies or Services

1. Date of Order 06/28/2011		2. Order No. [Redacted]		3. Mod. No. 1		4. Mod. Date 04/06/2012		5. Page No. 7	
6. To Contractor (Name, Address and Zip Code): [Redacted]					7. Ship to (Consignee and address, Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [Redacted] BUILDING 27958A QUANTICO, VA 22135				
8. Issuing Office (Address correspondence to): FEDERAL BUREAU OF INVESTIGATION PROCUREMENT SECTION ROOM 6823, JEH F.B.I. BLDG. WASHINGTON, DC 20535					9. Send Invoice to: (Name, Address and Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [Redacted] BUILDING 27958A QUANTICO, VA 22135				
10. Business Classification			11. F.O.B. Point DESTINATION			12. Discount Terms NET 30 DAYS			
13. Schedule									
Line No. (A)	Supplies or Services (B)	Quantity Ordered (C)	Unit (D)	Unit Price (E)	Amount (F)				
	[Redacted]								

14. Type of Order								15. Grand Total	
<input type="checkbox"/> A. Purchase - Please furnish the following under the terms, and Conditions specified on both sides of this order, the above quotation number if indicated, and the attached sheets, if any, including delivery as indicated.								<input type="checkbox"/> B. Delivery - This delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.	
CONTRACTOR NUMBER [Redacted] Point of Contact - Purchase Order Information: [Redacted] Commercial Payments Unit [Redacted]								[Redacted] See Instructions on Reverse	
16. United States of America By (Signature) [Redacted]								17. Name (Type) [Redacted]	
Title: Contracting Officer								[Redacted]	

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B - BUYER

CREW-1435



FEDERAL BUREAU OF INVESTIGATION
Science & Technology Contracts Unit

Engineering Research Facility
Building 27958-A, Room A-226
Quantico VA 22135

[Redacted]

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DATE: 9 APR 12

TO: [Redacted]

ATTN: [Redacted]

FAX: [Redacted]

FROM: [Redacted] Contract Specialist

PH: [Redacted]
FAX: [Redacted]

TOTAL NUMBER OF PAGES INCLUDING THIS COVER SHEET- (8)

SUBJECT: [Redacted]

COMMENTS: ORIGINALS TO FOLLOW
VIA US MAIL

Re: Fwd: Fwd: [REDACTED] Parts and Supplies

Page 1 of 2

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Re: Fwd: Fwd: [REDACTED] Parts and Supplies

Sent: Monday, April 09, 2012 3:45 PM
To: [REDACTED]
Cc: [REDACTED]
Attachments: [REDACTED] mod1 4-9-12.pdf (5 MB)

Good afternoon [REDACTED]
I received mod1 today and have attached a signed acknowledgement. I noted on this that FOB is Origin, and we had also noted this on the signed copy of the original PO.
I will move forward with adding the list of items to [REDACTED]
Thank you,
[REDACTED]

On 4/4/2012 7:27 AM [REDACTED] wrote:

Hi [REDACTED]

Of course the period of performance may be extended. Thank you for reminding me!

I will modify the purchase order and fax a copy to you, and follow up with the hard copy by USPS.

What is your fax number please?

Thanks so much!

[REDACTED]
Contracting Officer
Science & Technology Contracts Unit
Engineering Research Facility
Building 27958-A
Quantico, VA 22135

[REDACTED] Telephone
[REDACTED] Facsimile

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From: [REDACTED]
Sent: Tuesday, April 03, 2012 7:02 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: Fwd: Fwd: Fwd: [REDACTED] Parts and Supplies

Hi [REDACTED]

I will be happy to move forward with applying these items to the referenced order based on your request below.
I would like to ask you to extend the due date on your contract to support the 90 days ARO as provided in the quote. Your current due date has expired, so I need confirmation that you have extended the date to reflect promised delivery by July 3rd.

Please advise if you are able to receive the product earlier than this date, and if we are also allowed to ship partials.

Once I hear back from you, I can move forward.

Thanks,
[REDACTED]

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From: [REDACTED]
Subject: [REDACTED] Parts and Supplies
Date: April 3, 2012 7:31:08 AM PDT
To: [REDACTED]
Cc: [REDACTED]

Good morning, [REDACTED]

I am in receipt of the quote for parts and supplies, in the amount of [REDACTED]. In accordance with the order and line referenced above, [REDACTED] is available under the contract for these items.

Please advise [REDACTED] if all may proceed to fill [REDACTED] request to complete the requirement on [REDACTED]

Should you have any questions, please let me know.

Sincerely,

[REDACTED]
Contracting Officer
Science & Technology Contracts Unit
Engineering Research Facility
Building 27958-A
Quantico, VA 22135

[REDACTED] Telephone
[REDACTED] Facsimile

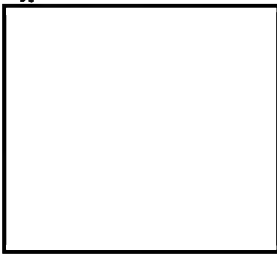
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CREW-1437

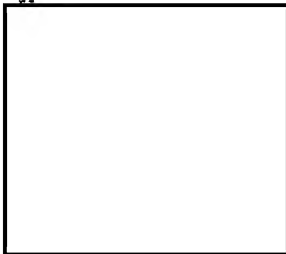
Re: Fwd: Fwd: [redacted] Parts and Supplies

Page 2 of 2

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CONFIDENTIALITY STATEMENT: This electronic message transmission contains information from [redacted] and is confidential and/or pro



CONFIDENTIALITY STATEMENT: This electronic message transmission contains information from [redacted] and is confidential and/or pro

Re: Fwd: Fwd: [REDACTED] Parts and Supplies

Page 1 of 2

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Re: Fwd: Fwd: [REDACTED] Parts and Supplies

Sent: Wednesday, April 04, 2012 12:33 PM

To:

Cc:

[REDACTED]
Fax is [REDACTED] but you can scan an electronic copy and email to me if easier.

Thanks,

On 4/4/2012 7:27 AM [REDACTED] wrote:

Hi, [REDACTED]

Of course the period of performance may be extended. Thank you for reminding me!

I will modify the purchase order and fax a copy to you, and follow up with the hard copy by USPS.

What is your fax number please?

Thanks so much!

[REDACTED]
Contracting Officer
Science & Technology Contracts Unit
Engineering Research Facility
Building 27958-A
Quantico, VA 22135

[REDACTED] Telephone
[REDACTED] Facsimile

From: [REDACTED]

Sent: Tuesday, April 03, 2012 7:02 PM

To:

Cc:

Subject: Fwd: Fwd: Fwd: [REDACTED] Parts and Supplies

Hi [REDACTED]

I will be happy to move forward with applying these items to the referenced order based on your request below.

I would like to ask you to extend the due date on your contract to support the 90 days ARO as provided in the quote. Your current due date has expired, so I need confirmation that you have extended the date to reflect promised delivery by July 3rd.

Please advise if you are able to receive the product earlier than this date, and if we are also allowed to ship partials

Once I hear back from you, I can move forward.

Thanks

From: [REDACTED]
Subject: [REDACTED] Parts and Supplies

Date: April 3, 2012 7:31:08 AM PDT

To:

Cc:

Good morning, [REDACTED]

I am in receipt of the quote for parts and supplies, in the amount of [REDACTED]. In accordance with the order and line referenced above, [REDACTED] is available under the contract for these items.

Please advise [REDACTED] you may proceed to fill [REDACTED] request to complete the requirement on [REDACTED]

Should you have any questions, please let me know.

Sincerely,

[REDACTED]
Contracting Officer
Science & Technology Contracts Unit
Engineering Research Facility
Building 27958-A
Quantico, VA 22135

[REDACTED] Telephone
[REDACTED] Facsimile

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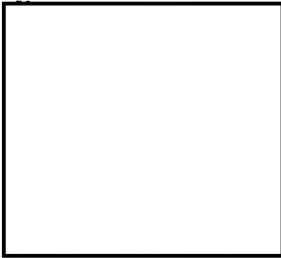
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CREW-1439

Re: Fwd: Fwd: [redacted] Parts and Supplies

Page 2 of 2

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CONFIDENTIALITY STATEMENT: This electronic message transmission contains information from [redacted] and is confidential and/or p



CONFIDENTIALITY STATEMENT: This electronic message transmission contains information from [redacted] and is confidential and/or pro

FW: Parts Quote to close out [REDACTED]

Page 1 of 1

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FW: Parts Quote to close out [REDACTED]
[REDACTED]

Sent: Tuesday, March 27, 2012 3:01 PM

To: [REDACTED]

Attachments: FBI UAS Parts Quote 3132012.pdf (4 MB)

Hello [REDACTED]

Here is the quote for the Parts and supplies. This is for Contract # [REDACTED]

Thanks [REDACTED]

From: [REDACTED]

Sent: Tuesday, March 13, 2012 8:03 PM

To: [REDACTED]

Cc: [REDACTED]

Subject: Parts Quote to close out [REDACTED]

[REDACTED]

CREW-1442

b7E

New Triage request

[REDACTED]

Sent: Wednesday, January 04, 2012 7:25 PM

To:

Cc:

Attachments: FBI [REDACTED] Triage requ~1.pdf (434 KB)

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Ms [REDACTED]

Happy New Year.

I am attaching a request for approval to proceed with the triage of a [REDACTED] we just received from you for Triage and repair. Please read the attachment and advise in writing with authorization to proceed.

Thank you,

[REDACTED]

CONFIDENTIALITY STATEMENT: This electronic message transmission contains information from [REDACTED] and is confidential and/or proprietary. The information is intended only for the use of the individual or entity named above. If you are not the intended recipient, be aware that any disclosure, copying, distribution or use of the contents of this message is prohibited. If you have received this electronic transmission in error, please send a reply notification and/or notify us by telephone [REDACTED] immediately and delete this message from your computer.

CREW-1449

Re: Memo 12-141 [redacted] Triage Repairs complete/URGENT response needed Page 1 of 2

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Re: Memo 12-141 [redacted] Triage Repairs complete/URGENT
response needed

FILE COPY

Sent: Tuesday, November 01, 2011 6:51 PM

To:

Cc:

[redacted]
[redacted] I spoke with [redacted] yesterday, he told me that you were back
in the office, and he wanted to give me a verbal ok on the repairs, but
I told him I need it in writing from you. I am not sure if he was able
to relay this information to you yet. But we are still in need of a
response for both delivery relief and approval of the repair report.
Please respond as soon as possible.

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Thank you,

On 10/28/2011 11:00 AM, [redacted] wrote:

> [redacted]
> We have not heard back on this request, we have a required delivery
> date of 10/31/11 for this effort, and will be unable to meet this
> required delivery. I need to request delivery relief for these, along
> with your approval of the repair report.
> Please respond.
> Thank you,

> On 10/26/2011 5:11 PM, [redacted] wrote:

>> Good afternoon again [redacted]
>>
>> I just wondered if you have had a chance to review the repair report?
>> We need to get approval to proceed.
>>
>> Thank you,

>> On 10/25/2011 9:55 AM, [redacted] wrote:

>>> [redacted]
>>> This is a friendly reminder that we need you to approve the repair
>>> report. We are at a stand-still without it and it affects our
>>> delivery date.

>>> Regards,

>>> On 10/19/2011 4:45 PM, [redacted] wrote:

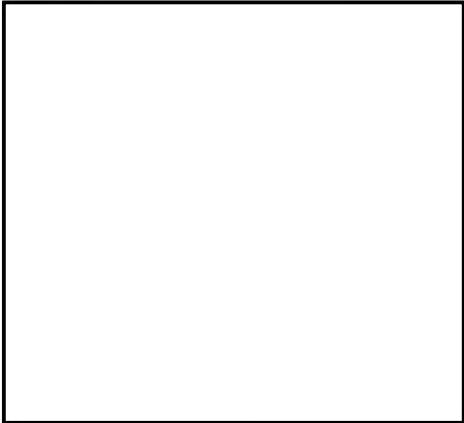
>>>> [redacted]
>>>> Please see the attached Triage repair report, and attached memo.
>>>> Please respond once you have reviewed.

>>>> Thank you,

>>>>

11/1/2011
CREW-1451 b7E

>>>
>>
>



CONFIDENTIALITY STATEMENT: This electronic message transmission contains information from [REDACTED] and is confidential and/or proprietary. The information is intended only for the use of the individual or entity named above. If you are not the intended recipient, be aware that any disclosure, copying, distribution or use of the contents of this message is prohibited. If you have received this electronic transmission in error, please send a reply notification and/or notify us by telephone [REDACTED] immediately and delete this message from your computer.

Repairs for [REDACTED]

Page 1 of 1

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Repairs for [REDACTED]
[REDACTED]

Sent: Tuesday, November 01, 2011 7:33 PM

To: [REDACTED]

Cc: [REDACTED]

Attachments: FBI [REDACTED] Repairs.pdf (2 MB)

[REDACTED]

Attached is a detailed list of the repairs and replacement items required to bring [REDACTED] up to operational readiness. These repairs are independent [REDACTED] upgrade costs detailed [REDACTED]

Upon your approval [REDACTED] will complete the necessary repairs and [REDACTED] upgrade.

Please call if you have any questions.

Thanks for your help

[REDACTED]
Tel: [REDACTED]

CREW-1453

RE: Revised Quotation

Page 1 of 2

RE: Revised Quotation

Sent: Tuesday, July 05, 2011 11:32 AM

To:

Attachments: PO [redacted] pdf (5 MB)

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[redacted]

Sorry for the delay, a lot has been going on the past couple of weeks. Attached is a copy of the PO; a hard copy of the PO and the FBI Terms and Conditions will follow by USPS. Please don't hesitate to give me a call should you have any questions. Thank you.

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[redacted]
Contract Specialist

[redacted]
Science & Technology Contracts Unit

From: [redacted]

Sent: Tuesday, June 28, 2011 9:14 AM

To: [redacted]

Subject: Re: Revised Quotation

Good Morning [redacted]

Just checking in. Did the PO ever get released?

I have not seen it.

Have a good day

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[redacted]
Tel: [redacted]

On Jun 14, 2011, at 3:53 AM, [redacted] wrote:

> [redacted]

>

> Since, I didn't hear back from you yesterday; I am going to go ahead
> and cut the PO today for the price quoted. I will send you a copy
> via email when finished. Thanks.

>

>

> [redacted]
> Contract Specialist

>

> [redacted]
> Science & Technology Contracts Unit

>

> From: [redacted]
> Sent: Monday, June 13, 2011 7:45 AM

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CREW-1458

> To: [REDACTED]
> Subject: RE: Revised Quotation

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> [REDACTED]

> I read the T&C's; my only concern is under the paragraph concerning
> Prices. The Government is always "FOB" for shipping. Please
> confirm that shipping fee is include in this quote. Thank you.

> [REDACTED]
> Contract Specialist
> [REDACTED]
> Science & Technology Contracts Unit

> From: [REDACTED]
> Sent: Saturday, June 11, 2011 1:47 PM
> To: [REDACTED]
> Cc: [REDACTED]
> Subject: Revised Quotation

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> Good Morning [REDACTED]

> [REDACTED] has now directed that all Quotes
> include recently revised Terms and Conditions.

> I have revised the most recent quote to include these T&C's.
> Please review and let me know if you have any concerns prior to
> issuing
> the PO.

> I mentioned to [REDACTED] that these were forthcoming, but only just
> received them on
> Friday.

> I figured it best to get these shared before rather than after the
> fact.

> I apologize for any inconvenience this causes.

> Aside from the "Quote" Pdf. I have also attached a Word Doc of the
> T&C's
> if you wanted to make any comments.

> Thanks

> [REDACTED]

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> Tel: [REDACTED]



U.S. Department of Justice
Federal Bureau of Investigation

Science & Technology Contracts Unit
Engineering Research Facility
Building 27958-A, Rm. A-226
Quantico, VA 22135



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July 1, 2011

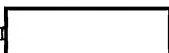
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RE: Purchase Order



Dear



Enclosed please find the above referenced purchase order document with three hand written exceptions, and a copy of the Federal Acquisition Regulation (FAR) clauses that apply to this purchase.

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Should you have any questions, please do not hesitate to call.

Sincerely



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Contracting Officer

Revised Quotation

Page 1 of 1

Revised Quotation

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Sent: Saturday, June 11, 2011 1:47 PM

To:

Cc:

Attachments: FBI Quote 060811 w T&Cs.pdf (200 KB); [REDACTED] JAS Te~1.doc (112 KB) ; ATT00002..txt (2 KB)

Good Morning [REDACTED]

[REDACTED] has now directed that all Quotes include recently revised Terms and Conditions.

I have revised the most recent quote to include these T&C's. Please review and let me know if you have any concerns prior to issuing the PO.

I mentioned to [REDACTED] that these were forthcoming, but only just received them on Friday.

I figured it best to get these shared before rather than after the fact.

I apologize for any inconvenience this causes.

Aside from the "Quote" Pdf. I have also attached a Word Doc of the T&C's if you wanted to make any comments.

Thanks

[REDACTED]

Tel: [REDACTED]

[REDACTED]

6/13/2011
CREW-1508

b7E

(Rev. 05-01-2008)

439

~~SECRET~~//NOFORN

FEDERAL BUREAU OF INVESTIGATION

Precedence: ROUTINE

Date: 04/12/2011

To: Finance

[REDACTED] STCU

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From: Operational Technology

Traditional Technology Section/Video Surveillance Unit

Contact: [REDACTED]

Approved By: [REDACTED]

Drafted By: [REDACTED]

Case ID #: (U) 319B-14-HQ-A1487504-5310

Title: (U) Requisition Matters

Synopsis: (U) To request that the Science and Technology Contracts Unit (STCU) evaluate and provide approval for the attached requisition for [REDACTED] for Unmanned Aerial Systems (UAS).

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Classified by: F88M56K63
Derived From: FBI NSISCG-20090615
Declassify On: 20360412

Enclosure(s): (U) FD-369 Requisition # [REDACTED]
(U) Vendor Quote
(U) Sole Source Justification
(U) Acquisition Security Request
(U) Acquisition Security Unit Checklist

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Details: ~~(S)~~ The Video Surveillance Unit (VSU) is responsible for development, procurement, and deployment of video collection and video transmission equipment utilized by the field [REDACTED]

b1
b3

(S)

(U) ~~(S)~~/NF In a never ending struggle to provide better service and capabilities to the FBI thru the use of new technology the

VSU102.3.wpd

~~SECRET~~//NOFORN

MAIL ID 33332



CREW-1511

~~SECRET~~//NOFORN

To: Finance From: Operational Technology
Re: 319B-14-HQ-A1487504, 04/12/2011

Operational Technology Division, Video Surveillance Unit has made an investment in UAS technology. UAS technologies provide unique capabilities which cannot be achieved with current manned aviation. [REDACTED]

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(U) More specific performance capabilities follow:

- (U)
- (U)
- (U)
- (U)
- (U)
- (U)

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~~(S)~~//NF

(S)

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~~(S)~~//NF

(U)

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(U) Also incorporated into this quote is the necessary training required to successfully deploy the above systems. A [REDACTED] training course includes classroom, flight training and maintenance for the specific UAS [REDACTED] totaling [REDACTED] for [REDACTED] operators.

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~~SECRET~~//NOFORN

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To: Finance From: Operational Technology
Re: 319B-14-HQ-A1487504, 04/12/2011

(U) The FBI Contracting Officer is responsible for ensuring that CARC assessments are completed on all procurement of services involving access to classified information/space and procurement of critical assets.

~~SECRET~~//NOFORN

~~SECRET//NOFORN~~

To: Finance From: Operational Technology
Re: 319B-14-HQ-A1487504, 04/12/2011

LEAD(s):

Set Lead 1: (INFO)

FINANCE

AT WASHINGTON, DC

(U) For information only.

CC: 1 - [REDACTED] QTERF (Encs.)
1 - [REDACTED] QTERF (Encs.)
1 - [REDACTED] QTERF (Encs.)
1 - [REDACTED] QTERF (Encs.)

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ACQUISITION SECURITY REQUEST

Request Date: 04/12/2011		Anticipated Procurement Date: 05/12/2011	
VENDOR INFORMATION			
<input type="checkbox"/> Reseller With Access to FBI Facilities		<input type="checkbox"/> Reseller With No Access to FBI Facilities	
Vendor Name:			
Vendor Address:			
<input checked="" type="checkbox"/> Manufacturer		<input checked="" type="checkbox"/> Hardware <input type="checkbox"/> Software <input type="checkbox"/> Maintenance	
Vendor Name:			
Vendor Address:			
<input type="checkbox"/> Contractor Providing Classified Services		<input type="checkbox"/> DD Form 254 Required	
Vendor Name:			
Vendor Address:			
PRODUCT/SERVICES INFORMATION			
<input type="checkbox"/> FISMA System <input checked="" type="checkbox"/> Critical Asset System <input type="checkbox"/> Telecommunications <input type="checkbox"/> Audiovisual			
1. Products being procured (list the specific hardware / software / services in detail)		Unmanned Aerial Vehicles	
2. What entity will be purchasing and using the product (Location, Division, Section, Unit, and Program)?		Operational Technology Division, Traditional Technology Section, Video Surveillance Unit, Unmanned Aerial Vehicle, [REDACTED]	
3. Network on which product/service is to be used (i.e. [REDACTED])		N/A	
4. Highest Classification / Security Requirements (i.e. Top Secret, Top Secret SCI, Secret, SBU, LES, etc.)		UNCLASSIFIED	
5. Who is installing and maintaining the equipment/software (FBI personnel, vendor, other)?		FBI PERSONNEL	
6. Will the vendor require access to classified information/systems?		NO	
PROCUREMENT INFORMATION			
Contracting Officer Name/ Phone:		[REDACTED]	
FBI COTR Name/Phone:		[REDACTED]	
Program Manager/Technical POC:		[REDACTED]	
Requisition Number:		[REDACTED]	
Purchase Order Number:		[REDACTED]	
Contract Number:		[REDACTED]	
DOCUMENTATION ATTACHED			
<input type="checkbox"/> Answers to the Acquisition Risk Questions (the replacement for the SF-328)			
<input type="checkbox"/> Key Management Personnel Listing (KMPL)			
<input checked="" type="checkbox"/> FD-369 Requisition for Supplies and/or Equipment			
<input type="checkbox"/> Statement of Work (SOW) - Required if a classified contract			
PRIORITY			
All requests will be handled by date received by ASU unless specific issues affecting the priority, i.e. Director's Priority, are specifically provided in writing by the Contracting Officer.			
Comments:			

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Acquisition Security Unit Checklist

Version 3 -- 10/01/2009

Previous editions are obsolete and will not be accepted

MUST BE COMPLETED BY REQUESTOR	
Request Date:	04/12/2011
Anticipated Procurement Date:	
Requisition #:	
Point of Contact:	
POC Phone #:	
Highest Classification Required for Vendor to Provide Services / Products: (Access to FBI systems? Access to classified information?) <input checked="" type="checkbox"/> UNCLASSIFIED <input type="checkbox"/> SECRET <input type="checkbox"/> TOP SECRET <input type="checkbox"/> TOP SECRET/SCI	
Comments:	
ASU USE ONLY	
Date Received: _____	ASU POC: <input type="checkbox"/>
Date Additional Information Requested: _____	<input type="checkbox"/>
Date Returned: _____	<input type="checkbox"/>
<input type="checkbox"/> Classified Contract (DD 254 Required) <input type="checkbox"/> Community Acquisition Risk Section (CARS) Special Security Requirement (CARS Assessment Required) <input type="checkbox"/> Contracting Officer's Security Representative <input type="checkbox"/> E-QIP Special Security Requirements <input type="checkbox"/> DOJ Procurement Guidance for Security Systems and Data, including Personally Identifiable Information (PII) Special Security Requirements <input type="checkbox"/> DOJ Consent for Warrantless Searches of DOJ Workplaces <input type="checkbox"/> Personnel Security Special Security Requirements <input type="checkbox"/> Source Selection Evaluation Board (SSEB) Requirements for Classified Contracts Special Security Requirements <input type="checkbox"/> Contractor Financial Disclosure Requirements <input type="checkbox"/> Contractor Suitability Requirements <input type="checkbox"/> National Interest Determination	
ASU SPECIAL NOTES	
<input type="checkbox"/> Required if not already accomplished as part of the original contract award <input type="checkbox"/> Required if connected to a FISMA or Critical Asset System (i.e. _____) <input type="checkbox"/> Required if includes procurement of IT hardware / software connected to a FISMA or Critical Asset System <input type="checkbox"/> Intergovernmental procurement / reimbursement <input type="checkbox"/> No actions related to security were identified in the documentation provided	
ASU _____	Date _____
ACKNOWLEDGEMENT	
Procurement Official/COTR/Technical Representative: <input type="checkbox"/> I certify that those security requirements identified above by the ASU have been incorporated into the procurement documentation. <input type="checkbox"/> This <input type="checkbox"/> is / <input type="checkbox"/> is not a mission essential contract.	
Signature: _____	Date: _____
Printed Name: _____	

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Please attach the completed checklist to your package at submission to Finance.

CREW-1525

Rev. 10-13-10	REQUISITION (FD-369) COVER SHEET OPERATIONAL TECHNOLOGY DIVISION (OTD)	REQUISITION # _____ <div style="border: 1px solid black; width: 150px; height: 20px; margin: 5px auto;"></div> Entered in PAMS by: _____																		
<div style="display: flex; flex-direction: column; gap: 5px;"><div><input checked="" type="checkbox"/> Routine</div><div><input type="checkbox"/> Priority</div><div><input type="checkbox"/> Expedite</div></div>																				
REQUIRED 1. <input checked="" type="checkbox"/> REQUIRED DOCUMENTATION (See Acquisition Documentation Guideline)																				
<div style="display: flex; flex-direction: column; gap: 5px;"><div><input type="checkbox"/></div><div><input checked="" type="checkbox"/></div><div><input type="checkbox"/></div><div><input checked="" type="checkbox"/></div><div><input checked="" type="checkbox"/></div><div><input type="checkbox"/></div><div><input checked="" type="checkbox"/></div><div><input checked="" type="checkbox"/></div><div><input type="checkbox"/></div><div><input type="checkbox"/></div></div>	<div style="display: flex; flex-direction: column; gap: 5px;"><div>Acquisition Plan FD-911 (Required for acquisitions ≥\$5M system life cost)</div><div>EC (Required for all acquisitions ≥ \$100K, except contract renewals)</div><div>Independent Government Cost Estimate</div><div>Market Research</div><div>Sole Source Justification</div><div>Statement of Work (SOW) or Statement of Need (SON)</div><div>Source Selection Plan (Required for competitive acquisitions ≥\$100K)</div><div>Acquisition Security Checklist</div><div>Acquisition Security Request (ASR)</div><div>DD Form 254 (Required for classified contracts)</div><div>Section 508 (Required for electronic and IT acquisitions)</div></div>																			
<div style="text-align: center;"><u>Additional Requirements for IT Acquisitions Only</u></div> <div style="display: flex; justify-content: space-between;"><div><input type="checkbox"/> COTS Approval (Required for IT non-baseline acquisitions)</div><div><input type="checkbox"/> IT Acquisition Form (Required for requisitions >\$25K)</div></div>																				
REQUIRED 2. <input checked="" type="checkbox"/> UNIT CHIEF APPROVAL	<div style="border: 1px solid black; width: 150px; height: 20px; margin: 5px auto;"></div> <i>Printed Name</i>	<div style="border: 1px solid black; width: 40px; height: 20px; margin: 5px auto;"></div> initial																		
3. <input type="checkbox"/> TMSU APPROVAL	<div style="border: 1px solid black; width: 150px; height: 20px; margin: 5px auto;"></div> <i>Printed Name</i>	<div style="border: 1px solid black; width: 40px; height: 20px; margin: 5px auto;"></div> initial																		
<table border="1" style="width: 100%; border-collapse: collapse;"><thead><tr><th style="width: 70%;">TMSU Review Criteria: (If the Answer to any of below questions is YES, Requisition MUST be submitted to TMSU)</th><th style="width: 10%;">YES</th><th style="width: 20%;">NO</th></tr></thead><tbody><tr><td>Is the request ≥ \$5M (TMSU will assist in preparing for Acquisition Review Board)?</td><td></td><td></td></tr><tr><td>Is request to fund a Service Contract (New Contract _____ or Existing Contract _____)?</td><td></td><td></td></tr><tr><td>If funding an existing contract option or mod Identify the Contract # _____</td><td></td><td></td></tr><tr><td>Is request to fund an Activity or Project (New _____ or Existing _____)?</td><td></td><td></td></tr><tr><td>If an existing Activity or Project reported in PAMS, identify PAMS ID # _____</td><td></td><td></td></tr></tbody></table>			TMSU Review Criteria: (If the Answer to any of below questions is YES, Requisition MUST be submitted to TMSU)	YES	NO	Is the request ≥ \$5M (TMSU will assist in preparing for Acquisition Review Board)?			Is request to fund a Service Contract (New Contract _____ or Existing Contract _____)?			If funding an existing contract option or mod Identify the Contract # _____			Is request to fund an Activity or Project (New _____ or Existing _____)?			If an existing Activity or Project reported in PAMS, identify PAMS ID # _____		
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Is request to fund an Activity or Project (New _____ or Existing _____)?																				
If an existing Activity or Project reported in PAMS, identify PAMS ID # _____																				
<div style="display: flex; flex-direction: column; gap: 5px;"><div>4. <input type="checkbox"/> > \$100,000 - Section Chief</div><div>5. <input type="checkbox"/> > \$500,000 - Deputy Assistant Director</div><div>6. <input type="checkbox"/> > \$1,000,000 - Assistant Director</div></div>	<div style="border: 1px solid black; width: 250px; height: 100px; margin: 5px auto;"></div>																			
7. <input type="checkbox"/> REQUISITION WITH ECs ATTACHED:	<div style="display: flex; justify-content: space-between;"><div>Shantell Jackson for uploading or alternate _____ <i>Printed Name</i></div><div>APR 21 2011 <div style="border: 1px solid black; width: 80px; height: 20px; margin: 5px auto;"></div></div></div>																			
REQUIRED 8. <input checked="" type="checkbox"/> SRU/MSU - FUNDING APPROVAL & TRANSMITTAL to CONTRACTING																				
<div style="display: flex; flex-wrap: wrap;"><div style="width: 50%;"><div style="display: flex; justify-content: space-between;"><div>DTP: All Accounts _____ initial</div><div>TES&S: All Accounts _____ initial</div></div><div style="border: 1px solid black; width: 120px; height: 20px; margin: 5px auto;"></div></div><div style="width: 50%;"><div style="display: flex; justify-content: space-between;"><div>IITP: STAS/NGW(3-G) _____ initial</div><div>CNCI (Cyber) & TRIAD _____ initial</div></div><div style="border: 1px solid black; width: 120px; height: 20px; margin: 5px auto;"></div></div><div style="width: 50%;"><div style="display: flex; justify-content: space-between;"><div>IITP: STAS _____ initial</div><div>CSEA (Spectrum) _____ initial</div></div><div style="border: 1px solid black; width: 120px; height: 20px; margin: 5px auto;"></div></div><div style="width: 50%;"><div style="border: 1px solid black; width: 120px; height: 20px; margin: 5px auto;"></div></div></div>																				

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~~SECRET~~

1/500
Unit

☒ ROUTINE

☐ PRIORITY

☐ EXPEDITE

SRU ROUTING SLIP

<input checked="" type="checkbox"/> FY11	<input type="checkbox"/> FY10-11	<input type="checkbox"/> CNST	<input type="checkbox"/> NY	<input type="checkbox"/>
--	----------------------------------	-------------------------------	-----------------------------	--------------------------

Funds Approval

- ☐ TRIAD
☐ PURCHASE CARD
☐ REIMBURSABLE

REQ. #

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Final Review

☒

Commit/Copy/File

☒

Send to:

☐
☐
☐
☐
☐

- ☐ (FLSD, Woodies Bldg., Room 500) Furniture Program Manager
☐ (Investment Management Unit, ERF, AMU Space) IT Acquisitions

DTP Special
Access Program

5/5/11

Acquisition Strategy and Planning Unit (PBHQ Rm. 6863)
PLEASE SEND TO INDIVIDUAL MARKED BELOW WHEN FINISHED

☒

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~~SECRET~~

PS

REQUISITION HEADER

RQH

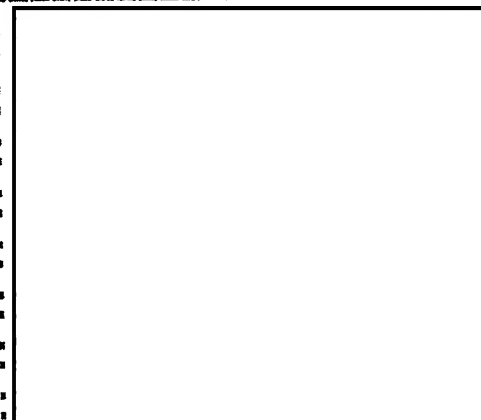
NEXT FUNCTION: _____ ACTION: _____

05/17/2011 07:52:13

REQUEST: g_____ SAVE SHOW PAGE NO: _____

=====

BUY ENTITY	:	
REQUISITION NO.	:	
REQUESTER ID	:	
REQUISITION TOTAL	:	
REQUISITION LINE TOTAL	:	
DIFFERENCE	:	
BUYER ID	:	
REQUISITION STATUS	:	
GL EFFECTIVE DATE	:	05/05/2011
DATE ENTERED	:	05/05/2011
DATE LAST UPDATED	:	05/17/2011
SIGNATURE APPROVAL	:	_____
UNRESOLVED LINES	:	0
OPEN LINES	:	24
PARTIALLY CLOSED LINES	:	0
CLOSED LINES	:	0
TOTAL LINES	:	24



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NOTES: ENTERED 5/5/11 BY [REDACTED] SENT TO ASAPU [REDACTED] DTP REQ-NOT
IN ART AERIAL VEHICLES <ASAPU RECD 5/6, FWD TO STCU 5/9>RCVD STCU 5/16

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REQUISITION HEADER

RQH

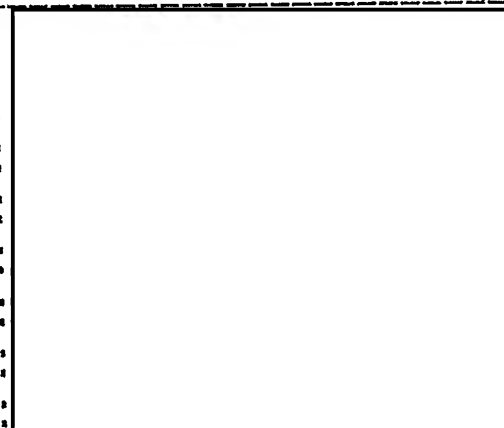
NEXT FUNCTION: _____ ACTION: _____

05/09/2011 07:29:40

REQUEST: G_____ SAVE SHOW PAGE NO: ____

=====

BUY ENTITY	:	
REQUISITION NO.	:	
REQUESTER ID	:	
REQUISITION TOTAL	:	
REQUISITION LINE TOTAL	:	
DIFFERENCE	:	
BUYER ID	:	
REQUISITION STATUS	:	
GL EFFECTIVE DATE	:	05/05/2011
DATE ENTERED	:	05/05/2011
DATE LAST UPDATED	:	05/09/2011
SIGNATURE APPROVAL	:	_____
UNRESOLVED LINES	:	0
OPEN LINES	:	24
PARTIALLY CLOSED LINES	:	0
CLOSED LINES	:	0
TOTAL LINES	:	24



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NOTES: ENTERED 5/5/11 BY [REDACTED] SENT TO ASAPU/[REDACTED] DTP REQ-NOT
IN ART AERIAL VEHICLES <ASAPU RECD 5/6, FRWD TO STCU 5/9>

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**SIMPLIFIED ACQUISITION PROCEDURES
COMMERCIAL ITEM PREAWARD AND AWARD CHECKLIST
\$100K TO \$5.5M
(\$15M IN ACCORDANCE W/ PUBLIC LAW 108-136 NATIONAL DEFENSE
AUTHORIZATION ACT OF 2004)**

Contractor: Address: Point of Contact: _____ COTR/TM/POC * : COTR Certificate # * : _____ Phone Number * : 	Solicitation Number: Contract Number: Date of Award: 9/21/12 Amount of Award: Contract Type: Program Manager Approval: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> Not Required
--	--

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I certify, to the best of my ability, that this file has been reviewed and the contract is adequate for award:

_____	_____	_____	_____
Contract Specialist	Date	Review/Title	Date

PREAWARD DOCUMENTS

	In File	N/A
Purchase Request (FD-369)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Statement of Work/Specifications	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Acquisition Plan (FD-911)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Market Research	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Clause 52.208-9 Included	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Independent Government Estimate	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Justification for Other Than Full and Open Competition	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Determination and Findings (i.e., Use of Options, Non-use of Options, Not Using FedBid, IAG, Mistake in Bid, LH and TM)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Source Selection Plan/Evaluation Criteria	<input type="checkbox"/>	<input checked="" type="checkbox"/>
IT Acquisition Form (OIO Approval)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Clause 52.222-3; 52.239-1; 52.224-1; 52.224-2 Included	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Section 508 Compliance	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Department of Labor Wage Determinations; Davis Bacon Act	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Security Requirements (DD253, CAR, DD254, Etc...) <i>Security Added</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Non-Set Aside for SB and LSA (FAR 19.501(c))	<input type="checkbox"/>	<input checked="" type="checkbox"/>
OSDBU Approval to withdraw or Modify SB Set-Aside (JAR 2819.506)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Record of Small Business Form (DOJ Document 06-02; 1/27/2006)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If SB Set-Aside, have all exceptions that apply been documented to file	<input type="checkbox"/>	<input checked="" type="checkbox"/>
EO 13423 - Strengthening Federal Environmental, Energy and	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Updated 1/2009

CREW-1530

SIMPLIFIED ACQUISITION PROCEDURES
COMMERCIAL ITEM PREAWARD AND AWARD CHECKLIST
\$100K TO \$5.5M
(\$15M IN ACCORDANCE W/ PUBLIC LAW 108-136 NATIONAL DEFENSE
AUTHORIZATION ACT OF 2004)

Transportation Management (Green Purchase) If not a green alternative, document		<i>n/a</i>
Acquisition Review Board Approval	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Solicitation Reviewed by Program Staff/COTR (Over \$100k) <i>no</i>	<input type="checkbox"/>	<input type="checkbox"/>
Solicitation Reviewed by Grade 13 or higher <i>no</i>	<input type="checkbox"/>	<input type="checkbox"/>
Office of General Counsel Review	<input type="checkbox"/>	<input type="checkbox"/>
Publicized in FBO (if no, JOFOC <i>in file</i>)(Note: If combined solicitation and if announced via Internet)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Source List	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Solicitation Requests	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Withdrawal of Proposals/Quotes	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Request for Quote/Proposal or IFB	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Amendments	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Initial Proposals/ Quotes/IFB	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Determination of Responsibility	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Competitive vs. Seal Bid	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Competitive Range Determination	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Notice to Unsuccessful Offerors	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Notice to Late Offerors	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Clarifications	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Evaluation - Technical Proposal (including Cost and Price Analysis)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pre-Negotiation Memorandum	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Summary of Negotiations	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Basis for Award	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Debriefing Report (Preaward and Postaward)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
EEO Compliance Clearance (\$10M or More) (FAR 22.805)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Protest Before Award	<input type="checkbox"/>	<input checked="" type="checkbox"/>
FOIA Requests	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Unit Chief Review and Approval	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Updated 1/2009

**SIMPLIFIED ACQUISITION PROCEDURES
COMMERCIAL ITEM PREAWARD AND AWARD CHECKLIST**

\$100K TO \$5.5M

**(\$15M IN ACCORDANCE W/ PUBLIC LAW 108-136 NATIONAL DEFENSE
AUTHORIZATION ACT OF 2004)**

POST AWARD DOCUMENTS

	In File	N/A
Contract Documents	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
CARC Review and Approval	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Sub-contract Plan	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
FBI – Program Manager Letter of Decimation (DOJ Guidance 06-01; 1/31/2006)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
COTR/TM Certificate and Letter	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Purchase Order	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
FMS-FPDS Screen and FPDS-NG	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
CCR Check	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Suspended/Debarred List (EPLS)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Documented to reflect profit determination (FAR 15.404-4)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Protest After Award	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Award posted in FBO (FAR 5.301 (a))	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ratification (HCA Approval)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

LETTER CONTRACTS

	In File	N/A
Approval from HCA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Clauses in association with FAR 16.603-4	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Definitized	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

CONTRACT ADMINISTRATION

	In File	N/A
Modifications (Amendments, Equitable Adjustments or Supplemental Agreements)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Voucher Related Documents	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Documentation to justify renewal of options	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Documentation of UDO/Accruals	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Reports (Contractor, Audit, etc.)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Close Out	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Miscellaneous	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Updated 1/2009

CREW-1532

PS

PO INVOICE MATCHING INFORMATION

PMI

NEXT FUNCTION: _____ ACTION: _____ HISTORY: _ 10/29/2013 09:16:28
BROWSE: _

=====

BUY ENTITY :
PO NO. :
PO LINE NO. :
BLANKET REL. NO. :
CURRENCY CODE :
PAYMENT BASIS :

VENDOR:

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BASE PERMIT TO PAY INVOICED TO DATE PERMIT TO PAY

PO HEADER :
PO HEADER TAX/VAT :
PO HEADER ADDL COST :
BLANKET :
BLANKET TAX/VAT :
BLANKET ADDL COST :
PO LINE :
PO LINE TAX/VAT :
PO LINE ADDL COST :

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AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE	PAGE	OF	PAGES
		Firm Fixed Price	1		1
2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (If applicable)		
1	02/22/2013				
6. ISSUED BY	CODE	7. ADMINISTERED BY (If other than Item 6)	CODE		
Federal Bureau of Investigation Procurement Section Room 6823, JEH F.B.I. Bldg. Washington, DC 20535					
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)		(X)	9A. AMENDMENT OF SOLICITATION NO.		
			9B. DATED (SEE ITEM 11)		
			10A. MODIFICATION OF CONTRACT/ORDER NO.		
		(X)	10B. DATED (SEE ITEM 13)		
		09/27/2012			
CODE	FACILITY CODE				

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:
(a) By completing items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment your desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS.
IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
<input checked="" type="checkbox"/>	
<input type="checkbox"/>	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
<input type="checkbox"/>	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
<input type="checkbox"/>	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

The purpose of this modification is to extend the period of performance

All other terms and conditions remain the same.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)	16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED
(Signature of person authorized to sign)	16B. UNITED STATES OF AMERICA
	(Signature of Contracting Officer)
	16C. DATE SIGNED
	02/22/2013



U.S. Department of Justice
Federal Bureau of Investigation

Science & Technology Contracts Unit
Engineering Research Facility
Building 27958-A, Rm. A-226
Quantico, VA 22135

Tele.
Fax

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April 18, 2013

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RE: Contract [redacted]

Dear [redacted]

On September 27, 2012, [redacted] was assigned as the Contracting Officer's Representative (COR) for the above referenced contract. His telephone number is [redacted] and his email address is: [redacted]

Sincerely,

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Contracting Officer
Procurement Section
Finance Division

CREW-1535

12-201 (Rev. 9-6-2006)



U.S. Department of Justice
Federal Bureau of Investigation



Purchase Order for Supplies or Services					
1. Date of Order 09/27/2012	2. Order No. [REDACTED]	3. Mod. No. 1	4. Mod. Date 02/22/2013	5. Page No. 1	
6. To Contractor (Name, Address and Zip Code): [REDACTED]		7. Ship to (Consigned and address, Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [REDACTED] BUILDING 27958A QUANTICO, VA 22135			
8. Issuing Office (Address correspondence to): FEDERAL BUREAU OF INVESTIGATION PROCUREMENT SECTION ROOM 6823, JEN F.B.I. BLDG. WASHINGTON, DC 20535		9. Send Invoice to: (Name, Address and Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [REDACTED] BUILDING 27958A QUANTICO, VA 22135			
10. Business Classification		11. F.O.B. Point DESTINATION		12. Discount Terms NET 30 DAYS	
13. Schedule					
Line No. (A)	Supplies or Services (B)	Quantity Ordered (C)	Unit (D)	Unit Price (E)	Amount (F)
	<p>ALL ITEMS SHALL BE PROVIDED IN ACCORDANCE WITH THE TERMS AND CONDITIONS AS SET FORTH IN FBI CONTRACT [REDACTED] ATTACHMENT A, AND [REDACTED] QUOTE DATED 09/18/2012. DIRECT ALL SHIPMENTS TO ATTN.: SUPPLY TECH, AT THE ADDRESS IN BLOCK 77. DIRECT ALL INVOICES TO ATTN.: [REDACTED] VIA EMAIL: [REDACTED]</p> <p>A PROPER INVOICE SUBMITTED FOR PAYMENT TO THE FBI MUST CONTAIN THE FOLLOWING: THE NAME OF THE VENDOR; AN INVOICE NUMBER; THE CONTRACT OR PURCHASE ORDER NUMBER; THE INVOICE DATE; DESCRIPTION (I.E. NAME OR ITEM LINE NUMBER), PRICE AND QUANTITY OF GOODS OR SERVICES RENDERED; SHIPPING AND/OR PAYMENT TERMS; TAXPAYER ID#; BANKING / ROUTING NUMBER TO ALLOW EFT PAYMENT; CONTACT NAME, TITLE AND TELEPHONE NUMBER AND ANY OTHER SUBSTANTIATING DOCUMENTATION AS REQUIRED BY THE CONTRACT.</p>				
14. Type of Order <input type="checkbox"/> A. Purchase - Please furnish the following under the terms, and Conditions specified on both sides of this order, the above quotation number if indicated, and the attached sheets, if any, include delivery as indicated. <input type="checkbox"/> B. Delivery - This delivery order is subject to instructions con- tained on this side only of this form and it is issued subject to the terms and conditions above-numbered contract.			15. Grand Total XXXXXXXXXXXX See Instructions on Reverse		
Point of Contact - Purchase Order Information: Point of Contact - Invoice Payment Status: Commercial Payment Unit [REDACTED]			16. United States of America By (Signature) 17. Name (Typed) XXXXXXXXXXXX Title: Contracting Officer		

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B-BUYER

CREW-1536



**U.S. Department of Justice
Federal Bureau of Investigation**



Purchase Order for Supplies or Services

1. Date of Order 09/27/2012		2. Order No. [REDACTED]		3. Mod. No. 1		4. Mod. Date 02/22/2013		5. Page No. 2	
6. To Contractor (Name, Address and Zip Code): [REDACTED]				7. Ship to (Consigned and address, Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [REDACTED] BUILDING 27958A QUANTICO, VA 22135					
8. Issuing Office (Address correspondence to): FEDERAL BUREAU OF INVESTIGATION PROCUREMENT SECTION ROOM 6823, JEM F.B.I. BLDG. WASHINGTON, DC 20535				9. Send Invoice to: (Name, Address and Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [REDACTED] BUILDING 27958A QUANTICO, VA 22135					
10. Business Classification				11. F.O.B. Point DESTINATION		12. Discount Terms NET 30 DAYS			
13. Schedule									
Line No. (A)	Supplies or Services (B)	Quantity Ordered (C)	Unit (D)	Unit Price (E)	Amount (F)				
	<p>ALL PAYMENTS BY THE GOVERNMENT UNDER THIS ORDER SHALL BE MADE BY ELECTRONIC FUNDS TRANSFER (EFT). THE VENDOR SHALL PROVIDE THIS INFORMATION ON EACH INVOICE OR SUBMIT SF-3881 FORM TO: FBI, COMMERCIAL PAYMENTS UNIT RM. 1987, J. EDGAR HOOVER BLDG 935 PENNSYLVANIA AVENUE, NW WASHINGTON, DC 20535</p> <p>IF THIS INFORMATION IS NOT AVAILABLE TO THE GOVERNMENT, THE INVOICE WILL BE CONSIDERED AN IMPROPER INVOICE AND SHALL BE RETURNED.</p> <p>FEDERAL STATUTE REQUIRES THAT THE FEDERAL GOVERNMENT PAY IN ARREARS ONLY. THEREFORE, BILLING SHOULD BE MONTHLY OR QUARTERLY (TITLE 31, U.S.C. SECTION 3324).</p> <p>***** MODIFICATION 1: THE PURPOSE OF THIS MODIFICATION IS TO EXTEND THE PERIOD OF PERFORMANCE THROUGH 09/26/2013. ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME. 02/22/2013 [REDACTED]</p>								
14. Type of Order <input type="checkbox"/> A. Purchase - Please furnish the following under the terms, and Conditions specified on both sides of this order, the above quotation number if indicated, and the attached sheets, if any, include delivery as indicated. <input type="checkbox"/> B. Delivery - This delivery order is subject to instructions contained on this side only of this form and it is issued subject to the terms and conditions above-numbered contract.						15. Grand Total XXXXXXXXXXXX See Instructions on Reverse			
Point of Contact - Purchase Order Information:						16. United States of America By (Signature)			
Point of Contact - Invoice Payment Status: Commercial Payment Unit [REDACTED]						17. Name (Typed) XXXXXXXXXXXX Title: Contracting Officer			

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B-BUYER
CREW-1537

U.S. Department of Justice
Federal Bureau of Investigation

Purchase Order for Supplies or Services

1. Date of Order 09/27/2012	2. Order No. [Redacted]	3. Mod. No. 1	4. Mod. Date 02/22/2013	5. Page No. 3
6. To Contractor (Name, Address and Zip Code): [Redacted]		7. Ship to (Consigned and address, Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [Redacted] BUILDING 27958A QUANTICO, VA 22135		
8. Issuing Office (Address correspondence to): FEDERAL BUREAU OF INVESTIGATION PROCUREMENT SECTION ROOM 6823, JEN F.B.I. BLDG. WASHINGTON, DC 20535		9. Send Invoice to: (Name, Address and Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [Redacted] BUILDING 27958A QUANTICO, VA 22135		
10. Business Classification		11. F.O.B. Point DESTINATION		12. Discount Terms NET 30 DAYS
13. Schedule				
Line No. (A)	Supplies or Services (B)	Quantity Ordered (C)	Unit (D)	Unit Price (E)

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14. Type of Order <input type="checkbox"/> A. Purchase - Please furnish the following under the terms, and Conditions specified on both sides of this order, the above quotation number if indicated, and the attached sheets, if any, include delivery as indicated. <input type="checkbox"/> B. Delivery - This delivery order is subject to instructions contained on this side only of this form and it is issued subject to the terms and conditions above-numbered contract.		15. Grand Total XXXXXXXXXXXX See Instructions on Reverse
Point of Contact - Purchase Order Information:		16. United States of America By (Signature)
Point of Contact - Invoice Payment Status: Commercial Payment Unit - [Redacted]		17. Name (Typed) XXXXXXXXXXXX Title: Contracting Officer

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B-BUYER

CREW-1538

U.S. Department of Justice
Federal Bureau of Investigation**FBI**

Purchase Order for Supplies or Services

1. Date of Order 09/27/2012		2. Order No. [Redacted]		3. Mod. No. 1		4. Mod. Date 02/22/2013		5. Page No. 4	
6. To Contractor (Name, Address and Zip Code): [Redacted]				7. Ship to (Consigned and address, Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [Redacted] BUILDING 27958A QUANTICO, VA 22135					
8. Issuing Office (Address correspondence to): FEDERAL BUREAU OF INVESTIGATION PROCUREMENT SECTION ROOM 6023, JEN F.B.I. BLDG. WASHINGTON, DC 20535				9. Send Invoice to: (Name, Address and Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [Redacted] BUILDING 27958A QUANTICO, VA 22135					
10. Business Classification				11. F.O.B. Point DESTINATION			12. Discount Terms NET 30 DAYS		
13. Schedule									
Line No. (A)	Supplies or Services (B)			Quantity Ordered (C)	Unit (D)	Unit Price (E)	Amount (F)		
[Redacted]									
14. Type of Order <input type="checkbox"/> A. Purchase - Please furnish the following under the terms, and Conditions specified on both sides of this order, the above quotation number if indicated, and the attached sheets, if any, include delivery as indicated. <input type="checkbox"/> B. Delivery - This delivery order is subject to instructions contained on this side only of this form and it is issued subject to the terms and conditions above-numbered contract.						15. Grand Total XXXXXXXXXXXX See Instructions on Reverse			
Point of Contact - Purchase Order Information:					16. United States of America By (Signature)				
Point of Contact - Invoice Payment Status: Commercial Payment Unit [Redacted]					17. Name (Typed) XXXXXXXXXXXX Title: Contracting Officer				

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CREW-1539



U.S. Department of Justice
Federal Bureau of Investigation



Purchase Order for Supplies or Services

1. Date of Order 09/27/2012		2. Order No. [Redacted]		3. Mod. No. 1		4. Mod. Date 02/22/2013		5. Page No. 5	
6. To Contractor (Name, Address and Zip Code): [Redacted]					7. Ship to (Consigned and address, Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [Redacted] BUILDING 27958A QUANTICO, VA 22135				
8. Issuing Office (Address correspondence to): FEDERAL BUREAU OF INVESTIGATION PROCUREMENT SECTION ROOM 6023, JEH F.B.I. BLDG. WASHINGTON, DC 20535					9. Send Invoice to: (Name, Address and Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [Redacted] BUILDING 27958A QUANTICO, VA 22135				
10. Business Classification			11. F.O.B. Point DESTINATION			12. Discount Terms NET 30 DAYS			
13. Schedule									
Line No. (A)	Supplies or Services (B)			Quantity Ordered (C)	Unit (D)	Unit Price (E)	Amount (F)		

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14. Type of Order <input type="checkbox"/> A. Purchase - Please furnish the following under the terms, and Conditions specified on both sides of this order, the above quotation number if indicated, and the attached sheets, if any, include delivery as indicated. <input type="checkbox"/> B. Delivery - This delivery order is subject to instructions contained on this side only of this form and it is issued subject to the terms and conditions above-numbered contract.		15. Grand Total XXXXXXXXXXXX <i>See Instructions on Reverse</i>	
Point of Contact - Purchase Order Information:		16. United States of America By (Signature)	
Point of Contact - Invoice Payment Status: Commercial Payment Unit [Redacted]		17. Name (Typed) XXXXXXXXXXXX Title: Contracting Officer	

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B-BUYER
CREW-1540

U.S. Department of Justice Federal Bureau of Investigation



FBI

Purchase Order for Supplies or Services

1. Date of Order 09/27/2012	2. Order No. [Redacted]	3. Mod. No. 1	4. Mod. Date 02/22/2013	5. Page No. 6
6. To Contractor (Name, Address and Zip Code): [Redacted]		7. Ship to (Consigned and address, Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [Redacted] BUILDING 27958A QUANTICO, VA 22135		
8. Issuing Office (Address correspondence to): FEDERAL BUREAU OF INVESTIGATION PROCUREMENT SECTION ROOM 6823, JEN F.B.I. BLDG. WASHINGTON, DC 20535		9. Send Invoice to: (Name, Address and Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [Redacted] BUILDING 27958A QUANTICO, VA 22135		
10. Business Classification	11. F.O.B. Point DESTINATION	12. Discount Terms NET 30 DAYS		
13. Schedule				
Line No. (A)	Supplies or Services (B)	Quantity Ordered (C)	Unit (D)	Unit Price (E)

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14. Type of Order

☐ A. Purchase - Please furnish the following under the terms, and Conditions specified on both sides of this order; the above quotation number if indicated, and the attached sheets, if any, include delivery as indicated.

☐ B. Delivery - This delivery order is subject to instructions contained on this side only of this form and it is issued subject to the terms and conditions above-numbered contract.

15.
Grand
Total

XXXXXXXXXXXX

See Instructions on Reverse

Point of Contact - Purchase Order Information:

16. United States of America
By (Signature)

Point of Contact - Invoice Payment Status:
Commercial Payment Unit - [Redacted]

17. Name (Typed)

XXXXXXXXXXXX

Title: Contracting Officer

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CREW-1541

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**U.S. Department of Justice
Federal Bureau of Investigation**



Purchase Order for Supplies or Services

1. Date of Order 09/27/2012		2. Order No. [Redacted]		3. Mod. No. 1		4. Mod. Date 02/22/2013		5. Page No. 7	
6. To Contractor (Name, Address and Zip Code): [Redacted]				7. Ship to (Consigned and address, Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [Redacted] BUILDING 27958A QUANTICO, VA 22135					
8. Issuing Office (Address correspondence to): FEDERAL BUREAU OF INVESTIGATION PROCUREMENT SECTION ROOM 6623, JEN F.B.I. BLDG. WASHINGTON, DC 20535				9. Send Invoice to: (Name, Address and Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [Redacted] BUILDING 27958A QUANTICO, VA 22135					
10. Business Classification			11. F.O.B. Point DESTINATION			12. Discount Terms NET 30 DAYS			
13. Schedule									
Line No. (A)	Supplies or Services (B)			Quantity Ordered (C)	Unit (D)	Unit Price (E)	Amount (F)		
14. Type of Order <input type="checkbox"/> A. Purchase - Please furnish the following under the terms, and Conditions specified on both sides of this order, the above quotation number if indicated, and the attached sheets, if any, include delivery as indicated. <input type="checkbox"/> B. Delivery - This delivery order is subject to instructions contained on this side only of this form and it is issued subject to the terms and conditions above-numbered contract.							15. Grand Total XXXXXXXXXXXX See Instructions on Reverse		
Point of Contact - Purchase Order Information:					16. United States of America By (Signature)				
Point of Contact - Invoice Payment Status: Commercial Payment Unit - [Redacted]					17. Name (Typed) XXXXXXXXXXXX Title: Contracting Officer				

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CREW-1542

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**U.S. Department of Justice
Federal Bureau of Investigation**



Purchase Order for Supplies or Services

1. Date of Order 09/27/2012		2. Order No. [Redacted]		3. Mod. No. 1		4. Mod. Date 02/22/2013		5. Page No. 8	
6. To Contractor (Name, Address and Zip Code): [Redacted]				7. Ship to (Consigned and address, Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [Redacted] BUILDING 27958A QUANTICO, VA 22135					
8. Issuing Office (Address correspondence to): FEDERAL BUREAU OF INVESTIGATION PROCUREMENT SECTION ROOM 6823, JEN F.B.I. BLDG. WASHINGTON, DC 20535				9. Send Invoice to: (Name, Address and Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [Redacted] BUILDING 27958A QUANTICO, VA 22135					
10. Business Classification			11. F.O.B. Point DESTINATION			12. Discount Terms NET 30 DAYS			
13. Schedule									
Line No. (A)	Supplies or Services (B)			Quantity Ordered (C)	Unit (D)	Unit Price (E)	Amount (F)		
[Redacted]									
14. Type of Order <input type="checkbox"/> A. Purchase - Please furnish the following under the terms, and Conditions specified on both sides of this order, the above quotation number if indicated, and the attached sheets, if any, include delivery as indicated. <input type="checkbox"/> B. Delivery - This delivery order is subject to instructions contained on this side only of this form and it is issued subject to the terms and conditions above-numbered contract.						15. Grand Total XXXXXXXXXXXX <i>See Instructions on Reverse</i>			
Point of Contact - Purchase Order Information:						16. United States of America By (Signature)			
Point of Contact - Invoice Payment Status: Commercial Payment Unit [Redacted]						17. Name (Typed) XXXXXXXXXXXX Title: Contracting Officer			

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U.S. Department of Justice
Federal Bureau of Investigation



Purchase Order for Supplies or Services

1. Date of Order 09/27/2012		2. Order No. [Redacted]		3. Mod. No. 1		4. Mod. Date 02/22/2013		5. Page No. 9	
6. To Contractor (Name, Address and Zip Code): [Redacted]				7. Ship to (Consigned and address, Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [Redacted] BUILDING 27958A QUANTICO, VA 22135					
8. Issuing Office (Address correspondence to): FEDERAL BUREAU OF INVESTIGATION PROCUREMENT SECTION ROOM 6823, JEH F.B.I. BLDG. WASHINGTON, DC 20535				9. Send Invoice to: (Name, Address and Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [Redacted] BUILDING 27958A QUANTICO, VA 22135					
10. Business Classification			11. F.O.B. Point DESTINATION			12. Discount Terms NET 30 DAYS			
13. Schedule									
Line No. (A)	Supplies or Services (B)	Quantity Ordered (C)	Unit (D)	Unit Price (E)	Amount (F)				
<div style="border: 1px solid black; padding: 5px;"> <p>***** *****FOR FBI INFO ONLY***** *****</p> </div>									
14. Type of Order <input type="checkbox"/> A. Purchase - Please furnish the following under the terms, and Conditions specified on both sides of this order, the above quotation number if indicated, and the attached sheets, if any, include delivery as indicated. <input type="checkbox"/> B. Delivery - This delivery order is subject to instructions contained on this side only of this form and it is issued subject to the terms and conditions above-numbered contract.						15. Grand Total XXXXXXXXXXXX <i>See Instructions on Reverse</i>			
Point of Contact - Purchase Order Information:						16. United States of America By (Signature)			
Point of Contact - Invoice Payment Status: Commercial Payment Unit - [Redacted]						17. Name (Typed) XXXXXXXXXXXX Title: Contracting Officer			

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CREW-1544



**U.S. Department of Justice
Federal Bureau of Investigation**



Purchase Order for Supplies or Services

1. Date of Order 09/27/2012		2. Order No. [Redacted]		3. Mod. No. 1		4. Mod. Date 02/22/2013		5. Page No. 10	
6. To Contractor (Name, Address and Zip Code): [Redacted]				7. Ship to (Consigned and address, Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [Redacted] BUILDING 27958A QUANTICO, VA 22135					
8. Issuing Office (Address correspondence to): FEDERAL BUREAU OF INVESTIGATION PROCUREMENT SECTION ROOM 6823, JEW F.B.I. BLDG. WASHINGTON, DC 20535				9. Send Invoice to: (Name, Address and Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [Redacted] BUILDING 27958A QUANTICO, VA 22135					
10. Business Classification			11. F.O.B. Point DESTINATION			12. Discount Terms NET 30 DAYS			
13. Schedule									
Line No. (A)	Supplies or Services (B)	Quantity Ordered (C)	Unit (D)	Unit Price (E)	Amount (F)				
	[Redacted]								
14. Type of Order						15. Grand Total			
<input type="checkbox"/> A. Purchase - Please furnish the following under the terms, and Conditions specified on both sides of this order, the above quotation number if indicated, and the attached sheets, if any, include delivery as indicated.						<input type="checkbox"/> B. Delivery - This delivery order is subject to instructions contained on this side only of this form and it is issued subject to the terms and conditions above-numbered contract.			
CONTRACTOR NUMBER [Redacted] Point of Contact - Purchase Order Information: [Redacted]						16. United States of America [Redacted] 17. Name (typed) Title: Contracting Officer [Redacted]			

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CREW-1545

[REDACTED] (FD) (FBI)

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From: [REDACTED] (FD) (FBI)
Sent: Wednesday, April 03, 2013 1:57 PM
To: [REDACTED] (FD) (FBI)
Cc: [REDACTED] (FD) (FBI)
Subject: RE: File Review Response --- UNCLASSIFIED

Classification: UNCLASSIFIED

See response below.



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Contracting Officer
SCIENCE and TECHNOLOGY CONTRACTS UNIT
FD | PS | STCU
ERF Annex Room G07.12

From: [REDACTED] (FD) (FBI)
Sent: Thursday, March 28, 2013 9:53 AM
To: [REDACTED] (FD) (FBI)
Cc: [REDACTED] (FD) (FBI)
Subject: File Review Response --- UNCLASSIFIED

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Classification: UNCLASSIFIED

Hi [REDACTED]

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Please provide a response to the file review findings by noon on April 3rd, so they can be returned to the audit team.
Their findings are below:

1) [REDACTED]

Findings – Missing competition advocate signature: Justification and Approval was prepared; however, I failed to submit it. Once I discovered the error, it was submitted. I have been working with the DCA for signature. The reason for the delay is due to follow up questions. I anticipate completion no later than the end of the month.
Attachments referenced in SF 1449 award document: Documents are in the file and are now attached to the SF1449.

Proper identification of COR for the effort: COR has been properly identified to the contractor.

Modification(s) were not issued via proper SF 30 forms: Modifications will be corrected.

Recommendations – Obtain competition advocate signature on required approval form, document to the file the referenced items in award document, SF1449, and reissue modifications with SF30 forms. Also, identify COR responsible for the effort.

Comments: I appreciate that this was handled as a learning opportunity as there were several items covered by [redacted] that, after 15 years, I was not familiar with.

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Unit Chief determination and corrective action –

Thanks,

[redacted]

STCU

P: [redacted] F: [redacted]
ERF Bldg, Room A226

Work Schedule: Monday - Thursday

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Classification: UNCLASSIFIED

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Classification: UNCLASSIFIED

[redacted] (FD) (FBI)
From: [redacted] (FD) (FBI)
Sent: Thursday, March 28, 2013 9:53 AM
To: [redacted] (FD) (FBI)
Cc: [redacted] (FD) (FBI)
Subject: File Review Response --- UNCLASSIFIED

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Classification: UNCLASSIFIED
=====

Hi [redacted]

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Please provide a response to the file review findings by noon on April 3rd, so they can be returned to the audit team.
Their findings are below:

1) [redacted]

Findings – Missing competition advocate signature, attachments referenced in SF 1449 award document and proper identification of COR for the effort. Modification(s) were not issued via proper SF 30 forms.

Recommendations – Obtain competition advocate signature on required approval form, document to the file the referenced items in award document, SF1449, and reissue modifications with SF30 forms. Also, identify COR responsible for the effort.

Unit Chief determination and corrective action –

Thanks,

[redacted]

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STCU

P: [redacted] F: [redacted]

ERF Bldg, Room A226

Work Schedule: Monday - Thursday

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Classification: UNCLASSIFIED

Fwd: [redacted] repair and upgrade estimat

Page 1 of 1

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Fwd: [redacted] repair and upgrade estimate

Sent: Friday, October 12, 2012 5:53 PM

To: [redacted]

Attachments: FBI-[redacted] line 0~1.pdf (53 KB) ; FBI repair report proj 53503.pdf (103 KB)

Hi [redacted]

Please see attached and respond to the letter requesting additional funds and authorization to proceed.

Thank you,

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CONFIDENTIALITY STATEMENT: This electronic message transmission contains information from [redacted] and is confidential and/or proprietary. The information is intended only for the use of the individual or entity named above. If you are not the intended recipient, be aware that any disclosure, copying, distribution or use of the contents of this message is prohibited. If you have received this electronic transmission in error, please send a reply notification and/or notify us by telephone [redacted] immediately and delete this message from your computer.

10/16/2012
CREW-1564

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9-6-2006)

FBI

U.S. Department of Justice
Federal Bureau of Investigation



Purchase Order for Supplies or Services

1. Date of Order 09/27/2012		2. Order No. [REDACTED]	3. Mod. No.	4. Mod. Date	5. Page No. 1
6. To Contractor (Name, Address and Zip Code): [REDACTED]			7. Ship to (Consignee and address, Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [REDACTED] BUILDING 27958A QUANTICO, VA 22135		
8. Issuing Office (Address correspondence to): FEDERAL BUREAU OF INVESTIGATION PROCUREMENT SECTION ROOM 6823, JEH F.B.I. BLDG. WASHINGTON, DC 20535			9. Send Invoice to: (Name, Address and Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [REDACTED] BUILDING 27958A QUANTICO, VA 22135		
10. Business Classification		11. F.O.B. Point DESTINATION		12. Discount Terms NET 30 DAYS	
13. Schedule					
Line No. (A)	Supplies or Services (B)	Quantity Ordered (C)	Unit (D)	Unit Price (E)	Amount (F)
	<p>ALL ITEMS SHALL BE PROVIDED IN ACCORDANCE WITH THE TERMS AND CONDITIONS AS SET FORTH IN FBI CONTRACT ATTACHMENT A, AND [REDACTED] QUOTE DATED 09/18/2012. DIRECT ALL SHIPMENTS TO ATTN.: SUPPLY TECH, AT THE ADDRESS IN BLOCK 77. DIRECT ALL INVOICES TO ATTN.: [REDACTED] VIA EMAIL: [REDACTED]</p> <p>A PROPER INVOICE SUBMITTED FOR PAYMENT TO THE FBI MUST CONTAIN THE FOLLOWING: THE NAME OF THE VENDOR; AN INVOICE NUMBER; THE CONTRACT OR PURCHASE ORDER NUMBER; THE INVOICE DATE; DESCRIPTION (I.E. NAME OR ITEM LINE NUMBER), PRICE AND QUANTITY OF GOODS OR SERVICES RENDERED; SHIPPING AND/OR PAYMENT TERMS; TAXPAYER ID#; BANKING / ROUTING NUMBER TO ALLOW EFT PAYMENT; CONTACT NAME, TITLE AND TELEPHONE NUMBER AND ANY OTHER SUBSTANTIATING DOCUMENTATION AS REQUIRED BY THE CONTRACT.</p>				
14. Type of Order <input type="checkbox"/> A. Purchase - Please furnish the following under the terms, and Conditions specified on both sides of this order, the above quotation number if indicated, and the attached sheets, if any, including delivery indicated. <input type="checkbox"/> B. Delivery - This delivery order is subject to instructions con- tained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.				15. Grand Total XXXXXXXXXXXX See Instructions on Reverse	
Contact - Purchase Order Information: Contact - Invoice Payment Status: Payments Unit [REDACTED]			16. United States of America By (Signature) 17. Name (Typed) XXXXXXXXXXXX Title: Contracting Officer		

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B - BUYER

CREW-1568



U.S. Department of Justice
Federal Bureau of Investigation



Purchase Order for Supplies or Services

1. Date of Order 09/27/2012		2. Order No. [REDACTED]		3. Mod. No.		4. Mod. Date		5. Page No. 2	
6. To Contractor (Name, Address and Zip Code): [REDACTED]					7. Ship to: (Consignee and address, Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [REDACTED] BUILDING 27958A QUANTICO, VA 22135				
8. Issuing Office (Address correspondence to): FEDERAL BUREAU OF INVESTIGATION PROCUREMENT SECTION ROOM 6823, JEH F.B.I. BLDG. WASHINGTON, DC 20535					9. Send Invoice to: (Name, Address and Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [REDACTED] BUILDING 27958A QUANTICO, VA 22135				
10. Business Classification			11. F.O.B. Point DESTINATION			12. Discount Terms NET 30 DAYS			
13. Schedule									
Line No. (A)	Supplies or Services (B)				Quantity Ordered (C)	Unit (D)	Unit Price (E)	Amount (F)	
	<p>ALL PAYMENTS BY THE GOVERNMENT UNDER THIS ORDER SHALL BE MADE BY ELECTRONIC FUNDS TRANSFER (EFT). THE VENDOR SHALL PROVIDE THIS INFORMATION ON EACH INVOICE OR SUBMIT SF-3881 FORM TO: FBI, COMMERCIAL PAYMENTS UNIT RM. 1987, J. EDGAR HOOVER BLDG 935 PENNSYLVANIA AVENUE, NW</p> <p align="center">WASHINGTON, DC 20535</p> <p>IF THIS INFORMATION IS NOT AVAILABLE TO THE GOVERNMENT, THE INVOICE WILL BE CONSIDERED AN IMPROPER INVOICE AND SHALL BE RETURNED.</p> <p>FEDERAL STATUTE REQUIRES THAT THE FEDERAL GOVERNMENT PAY IN ARREARS ONLY. THEREFORE, BILLING SHOULD BE MONTHLY OR QUARTERLY (TITLE 31, U.S.C. SECTION 3324).</p>								
14. Type of Order						15.			
<input type="checkbox"/> A. Purchase - Please furnish the following under the terms, and Conditions specified on both sides of this order, the above quotation number if indicated, and the attached sheets, if any, including delivery as indicated.						<input type="checkbox"/> B. Delivery - This delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.			
Point of Contact - Purchase Order Information:						Grand Total XXXXXXXXXXXX See Instructions on Reverse			
Point of Contact - Invoice Payment Status: Commercial Payments Unit [REDACTED]						16. United States of America By (Signature)			
						17. Name (Typed) XXXXXXXXXXXX Title: Contracting Officer			

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CREW-1569

FBIU.S. Department of Justice
Federal Bureau of Investigation

Purchase Order for Supplies or Services

1. Date of Order 09/27/2012		2. Order No.		3. Mod. No.	4. Mod. Date	5. Page No. 3
6. To Contractor (Name, Address and Zip Code): [Redacted]				7. Ship to (Consignee and address, Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [Redacted] BUILDING 27958A QUANTICO, VA 22135		
8. Issuing Office (Address correspondence to): FEDERAL BUREAU OF INVESTIGATION PROCUREMENT SECTION ROOM 6823, JEH F.B.I. BLDG. WASHINGTON, DC 20535				9. Send Invoice to: (Name, Address and Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [Redacted] BUILDING 27958A QUANTICO, VA 22135		
10. Business Classification		11. F.O.B. Point DESTINATION			12. Discount Terms NET 30 DAYS	
13. Schedule						
Line No. (A)	Supplies or Services (B)	Quantity Ordered (C)	Unit (D)	Unit Price (E)	Amount (F)	
[Redacted]						
14. Type of Order <input type="checkbox"/> A. Purchase - Please furnish the following under the terms, and Conditions specified on both sides of this order, the above quotation number if indicated, and the attached sheets, if any, including delivery as indicated. <input type="checkbox"/> B. Delivery - This delivery order is subject to Instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.				15. Grand Total XXXXXXXXXXXX See Instructions on Reverse		
Point of Contact - Purchase Order Information:			16. United States of America By (Signature)			
Point of Contact - Invoice Payment Status:			17. Name (Typed) XXXXXXXXXXXX			
Commercial Payments Unit - [Redacted]			Title: Contracting Officer			

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B - BUYER

CREW-1570



U.S. Department of Justice
Federal Bureau of Investigation



Purchase Order for Supplies or Services

1. Date of Order 09/27/2012		2. Order No. <div style="border: 1px solid black; width: 100px; height: 20px;"></div>		3. Mod. No.		4. Mod. Date		5. Page No. 4	
6. To Contractor (Name, Address and Zip Code): <div style="border: 1px solid black; width: 250px; height: 40px;"></div>				7. Ship to (Consignee and address, Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: <div style="border: 1px solid black; width: 100px; height: 20px;"></div> BUILDING 27958A QUANTICO, VA 22135					
8. Issuing Office (Address correspondence to): FEDERAL BUREAU OF INVESTIGATION PROCUREMENT SECTION ROOM 6823, JEH F.B.I. BLDG. WASHINGTON, DC 20535				9. Send Invoice to: (Name, Address and Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: <div style="border: 1px solid black; width: 100px; height: 20px;"></div> BUILDING 27958A QUANTICO, VA 22135					
10. Business Classification			11. F.O.B. Point DESTINATION			12. Discount Terms NET 30 DAYS			
13. Schedule									
Line No. (A)	Supplies or Services (B)			Quantity Ordered (C)	Unit (D)	Unit Price (E)	Amount (F)		
14. Type of Order <input type="checkbox"/> A. Purchase - Please furnish the following under the terms, and Conditions specified on both sides of this order, the above quotation number if indicated, and the attached sheets, if any, including delivery as indicated. <input type="checkbox"/> B. Delivery - This delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.						15. Grand Total <div style="border: 1px solid black; width: 100px; height: 20px; text-align: center;">XXXXXXXXXXXX</div> <i>See Instructions on Reverse</i>			
Point of Contact - Purchase Order Information:				16. United States of America By (Signature)					
Point of Contact - Invoice Payment Status: Commercial Payments Unit <div style="border: 1px solid black; width: 80px; height: 20px;"></div>				17. Name (Typed) <div style="border: 1px solid black; width: 100px; height: 20px; text-align: center;">XXXXXXXXXXXX</div> Title: Contracting Officer					

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CREW-1571



U.S. Department of Justice
Federal Bureau of Investigation



Purchase Order for Supplies or Services

1. Date of Order 09/27/2012		2. Order No. [Redacted]		3. Mod. No.		4. Mod. Date		5. Page No. 5	
6. To Contractor (Name, Address and Zip Code): [Redacted]				7. Ship to (Consignee and address, Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [Redacted] BUILDING 27958A QUANTICO, VA 22135					
8. Issuing Office (Address correspondence to): FEDERAL BUREAU OF INVESTIGATION PROCUREMENT SECTION ROOM 6823, JEH F.B.I. BLDG. WASHINGTON, DC 20535				9. Send Invoice to: (Name, Address and Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [Redacted] BUILDING 27958A QUANTICO, VA 22135					
10. Business Classification			11. F.O.B. Point DESTINATION			12. Discount Terms NET 30 DAYS			
13. Schedule									
Line No. (A)	Supplies or Services (B)			Quantity Ordered (C)	Unit (D)	Unit Price (E)	Amount (F)		
[Redacted]									
14. Type of Order <input type="checkbox"/> A. Purchase - Please furnish the following under the terms, and Conditions specified on both sides of this order, the above quotation number if indicated, and the attached sheets, if any, including delivery as indicated. <input type="checkbox"/> B. Delivery - This delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.						15. Grand Total XXXXXXXXXXXXX See Instructions on Reverse			
Point of Contact - Purchase Order Information:				16. United States of America By (Signature)					
Point of Contact - Invoice Payment Status: Commercial Payments Unit [Redacted]				17. Name (Typed) XXXXXXXXXXXXX Title: Contracting Officer					

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CREW-1572



U.S. Department of Justice
Federal Bureau of Investigation



Purchase Order for Supplies or Services

1. Date of Order 09/27/2012		2. Order No. [Redacted]		3. Mod. No.		4. Mod. Date		5. Page No. 6	
[Redacted]				7. Ship to: (Consignee and address, Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [Redacted] BUILDING 27958A QUANTICO, VA 22135					
				9. Send Invoice to: (Name, Address and Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [Redacted] BUILDING 27958A QUANTICO, VA 22135					
8. Issuing Office (Address correspondence to): FEDERAL BUREAU OF INVESTIGATION PROCUREMENT SECTION ROOM 6823, JEH F.B.I. BLDG. WASHINGTON, DC 20535				11. F.O.B. Point DESTINATION				12. Discount Terms NET 30 DAYS	
10. Business Classification				13. Schedule					
Line No. (A)	Supplies or Services (B)			Quantity Ordered (C)	Unit (D)	Unit Price (E)	Amount (F)		
14. Type of Order <input type="checkbox"/> A. Purchase - Please furnish the following under the terms, and Conditions specified on both sides of this order, the above quotation number if indicated, and the attached sheets, if any, including delivery as indicated. <input type="checkbox"/> B. Delivery - This delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.						15. Grand Total XXXXXXXXXXXXX See Instructions on Reverse			
Point of Contact - Purchase Order Information:					16. United States of America By (Signature) XXXXXXXXXXXXX				
Point of Contact - Invoice Payment Status: Commercial Payments Unit - [Redacted]					17. Name (Typed) Title: Contracting Officer				

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U.S. Department of Justice
Federal Bureau of Investigation



Purchase Order for Supplies or Services

1. Date of Order 09/27/2012		2. Order No. [Redacted]		3. Mod. No.		4. Mod. Date		5. Page No. 6	
6. To: Contractor (Name, Address and Zip Code): [Redacted]				7. Ship to: (Consignee and address, Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [Redacted] BUILDING 27958A QUANTICO, VA 22135					
8. Issuing Office (Address correspondence to): FEDERAL BUREAU OF INVESTIGATION PROCUREMENT SECTION ROOM 6823, JEH F.B.I. BLDG. WASHINGTON, DC 20535				9. Send Invoice to: (Name, Address and Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [Redacted] BUILDING 27958A QUANTICO, VA 22135					
10. Business Classification				11. F.O.B. Point DESTINATION		12. Discount Terms NET 30 DAYS			
13. Schedule									
Line No. (A)	Supplies or Services (B)	Quantity Ordered (C)	Unit (D)	Unit Price (E)	Amount (F)				
[Redacted]									
14. Type of Order <input type="checkbox"/> A. Purchase - Please furnish the following under the terms, and Conditions specified on both sides of this order, the above quotation number if indicated, and the attached sheets, if any, including delivery as indicated. <input type="checkbox"/> B. Delivery - This delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.								15. Grand Total XXXXXXXXXXXX See Instructions on Reverse	
Point of Contact - Purchase Order Information:				16. United States of America By (Signature) XXXXXXXXXXXX					
Point of Contact - Invoice Payment Status: Commercial Payments Unit - [Redacted]				17. Name (Typed) Title: Contracting Officer					

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U.S. Department of Justice
Federal Bureau of Investigation



Purchase Order for Supplies or Services

1. Date of Order 09/27/2012		2. Order No. [REDACTED]		3. Mod. No.		4. Mod. Date		5. Page No. 7	
6. To Contractor (Name, Address and Zip Code): [REDACTED]				7. Ship to (Consignee and address, Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [REDACTED] BUILDING 27958A QUANTICO, VA 22135					
8. Issuing Office (Address correspondence to): FEDERAL BUREAU OF INVESTIGATION PROCUREMENT SECTION ROOM 6823, JEH F.B.I. BLDG. WASHINGTON, DC 20535				9. Send Invoice to: (Name, Address and Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [REDACTED] BUILDING 27958A QUANTICO, VA 22135					
10. Business Classification			11. F.O.B. Point DESTINATION			12. Discount Terms NET 30 DAYS			
13. Schedule									
Line No. (A)	Supplies or Services (B)			Quantity Ordered (C)	Unit (D)	Unit Price (E)	Amount (F)		
14. Type of Order <input type="checkbox"/> A. Purchase - Please furnish the following under the terms, and Conditions specified on both sides of this order, the above quotation number if indicated, and the attached sheets, if any, including delivery as indicated. <input type="checkbox"/> B. Delivery - This delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.						15. Grand Total <div style="border: 1px solid black; padding: 5px; display: inline-block;">XXXXXXXXXXXX</div> See Instructions on Reverse			
Point of Contact - Purchase Order Information:					16. United States of America By (Signature)				
Point of Contact - Invoice Payment Status: Commercial Payments Unit [REDACTED]					17. Name (Typed) XXXXXXXXXXXX Title: Contracting Officer				

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B - BUYER

CREW-1575



U.S. Department of Justice
Federal Bureau of Investigation



Purchase Order for Supplies or Services

1. Date of Order 09/27/2012		2. Order No. [REDACTED]		3. Mod. No.		4. Mod. Date		5. Page No. 8	
[REDACTED]				7. Ship to: (Consignee and address, Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [REDACTED] BUILDING 27958A QUANTICO, VA 22135					
8. Issuing Office (Address correspondence to): FEDERAL BUREAU OF INVESTIGATION PROCUREMENT SECTION ROOM 6823, JEH F.B.I. BLDG. WASHINGTON, DC 20535				9. Send Invoice to: (Name, Address and Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [REDACTED] BUILDING 27958A QUANTICO, VA 22135					
10. Business Classification				11. F.O.B. Point DESTINATION			12. Discount Terms NET 30 DAYS		
13. Schedule									
Line No. (A)	Supplies or Services (B)			Quantity Ordered (C)	Unit (D)	Unit Price (E)		Amount (F)	
[REDACTED]									

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FBIU.S. Department of Justice
Federal Bureau of Investigation**Purchase Order for Supplies or Services**

1. Date of Order 09/27/2012		2. Order No. [Redacted]		3. Mod. No.		4. Mod. Date		5. Page No. 9	
6. To Contractor (Name, Address and Zip Code): [Redacted]				7. Ship to (Consignee and address, Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [Redacted] BUILDING 27958A QUANTICO, VA 22135					
8. Issuing Office (Address correspondence to): FEDERAL BUREAU OF INVESTIGATION PROCUREMENT SECTION ROOM 6823, JEH F.B.I. BLDG. WASHINGTON, DC 20535				9. Send Invoice to: (Name, Address and Zip Code): FEDERAL BUREAU OF INVESTIGATION ATTN: [Redacted] BUILDING 27958A QUANTICO, VA 22135					
10. Business Classification			11. F.O.B. Point DESTINATION			12. Discount Terms NET 30 DAYS			
13. Schedule									
Line No. (A)	Supplies or Services (B)			Quantity Ordered (C)	Unit (D)	Unit Price (E)		Amount (F)	
[Redacted]									
<div style="border: 1px solid black; padding: 5px; margin: 5px 0;"> <p>***** FOR FBI INFO ONLY *****</p> </div> <div style="border: 1px solid black; width: 50%; height: 40px; margin: 5px 0;"></div>									
14. Type of Order <input type="checkbox"/> A. Purchase - Please furnish the following under the terms, and Conditions specified on both sides of this order, the above quotation number if indicated, and the attached sheets, if any, including delivery as indicated. CONTRACTOR NUMBER [Redacted] Point of Contact - Purchase Order Information: [Redacted] Commercial Payments Unit - [Redacted]						<input type="checkbox"/> B. Delivery - This delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract. 15. Grand Total [Redacted] See Instructions on Reverse 16. United States of America By (Signature) [Redacted] 17. Name (Typed) [Redacted] Title: Contracting Officer			

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CREW-1577

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30				1. REQUISITION NUMBER []		PAGE 1 OF 1	
2. CONTRACT NO. []		3. AWARD/EFFECTIVE DATE 9/27/2012		4. ORDER NUMBER []		5. SOLICITATION NUMBER []	
7. FOR SOLICITATION INFORMATION CALL:		a. NAME []		b. TELEPHONE NUMBER (No collect calls) []		8. SOLICITATION ISSUE DATE 09/12/2012	
9. ISSUED BY Federal Bureau of Investigation Engineering Research Facility Building 27958-A Quantico VA 22136		10. THIS ACQUISITION IS		<input type="checkbox"/> UNRESTRICTED OR <input type="checkbox"/> SET ASIDE: 100 % FOR:		11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE	
12. DISCOUNT TERMS []		<input checked="" type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> HUBZONE SMALL BUSINESS <input type="checkbox"/> SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS		<input type="checkbox"/> WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOMEN-OWNED SMALL BUSINESS PROGRAM - NAICS: 339999 <input type="checkbox"/> ECONOMICALLY DISADVANTAGED WOMEN-OWNED SMALL BUSINESS (EDWOSB)		13. RATING 500	
15. DELIVER TO Address Block 9		16. ADMINISTERED BY Address Block 9		17a. CONTRACTOR/ OFFEROR CODE [] FACILITY CODE []		18a. PAYMENT WILL BE MADE BY U.S. Department of Treasury Washington, DC.	
17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER <input type="checkbox"/>		18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a UNLESS BLOCK BELOW IS CHECKED <input type="checkbox"/> SEE ADDENDUM		19. ITEM NO. See Attached Continuation of []		20. SCHEDULE OF SUPPLIES/SERVICES []	
21. QUANTITY []		22. UNIT []		23. UNIT PRICE []		24. AMOUNT []	
25. ACCOUNTING AND APPROPRIATION DATA				26. TOTAL AWARD AMOUNT (For Govt. Use Only) []			
27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4, FAR 52.212-3 AND 52.212-5 ARE ATTACHED. ADDENDA <input checked="" type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED				27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4, FAR 52.212-5 IS ATTACHED. ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED			
28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN COPIES TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED				29. AWARD OF CONTRACT: REF. 445 OFFER DATED 9/18/12, YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS:			
30a. SIGNATURE OF OFFEROR/CONTRACTOR []				31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER) []			
30b. NAME AND TITLE OF SIGNER (Type or print) Contracts Administrator, Pennington		30c. DATE SIGNED 9/14/12		31b. NAME OF CONTRACTING OFFICER (Type or print) []		31c. DATE SIGNED 9/27/12	

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FEDERAL BUREAU OF INVESTIGATION
Science & Technology Contracts Unit

Engineering Research Facility
Building 27958-A, Room A-226
Quantico VA 22135

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DATE: 28 SEP 12

TO:

ATTN:

FAX:

FROM:

Contract Specialist

PH:

FAX:

TOTAL NUMBER OF PAGES INCLUDING THIS COVER SHEET- (10)

SUBJECT:

COMMENTS: ORIGINALS TO
FOLLOW VIA USPS

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Everything in the offer is exactly what we requested - please award to

Thanks

OTD/VSU/UAV

Sep /20/2012